



CAYUGA COUNTY, NEW YORK
ALL HAZARDS MITIGATION PLAN



Steering Committee #1 Meeting - Minutes
Thursday, August 16, 2012

STEERING COMMITTEE MEMBERS PRESENT

Kevin Carpenter (American Red Cross); Brian Dahl (Cayuga County Emergency Management); Jeff Dygert (Auburn Fire); Mark Fleming (NYS Police); Bruce Natale (Cayuga County Planning); Tim O'Brien (Auburn Municipal Utilities); Ron Podolak (Cayuga County Soil & Water); Tom Putnam (Auburn Hospital); Nancy Siefka (Cayuga County Office for the Ageing); Renee Smith (American Red Cross); Pat Steger (Town of Niles / Town Highway Superintendents Association); Jim Stowell (Cayuga County Sherriff); Mike Talbot (Auburn DPW); George Wethey (Cayuga County Highway); Richard Wheeling (Cayuga County Highway).

OTHERS PRESENT

Cynthia Bianco (Tetra Tech); Gabriel Holbrow (Cayuga County Planning).

CALL TO ORDER

The meeting was called to order at 2:00 pm in the Legislature Chambers at the Cayuga County Office Building, 160 Genesee Street in Auburn.

MEMBER INTRODUCTIONS

Each member introduced himself or herself.

HAZARD MITIGATION PLANNING AND OVERVIEW

Ms. Bianco (Tetra Tech) gave an overview of the process of formulating a Hazard Mitigation Plan, including:

1. data collection;
2. vulnerability analysis including using HazUS;
3. prioritization and identifying mitigation strategies and projects.

The plan will be formulated by the steering committee, along with representatives from each community.

The plan document will have two volumes:

- I. research and analysis;
- II. Annex: one chapter for each municipality.



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ALL HAZARDS MITIGATION PLAN**



The plan is designed to be a five-year plan.

The final plan must be approved by the county and all of the municipalities.

STEERING COMMITTEE COMPOSITION

Ms. Bianco (Tetra Tech) discussed the composition of the steering committee, noting that the assembled committee contained a good cross-section of different stake-holders. She recommended that a county public information officer also join the committee.

Ms. Bianco provided a draft of ground rules for the Steering Committee.

SCHEDULE

The committee is expected to meet monthly, although some of those meetings may be by teleconference.

The next steering committee meeting will focus on drafting a mission statement, vision, and goals for the plan, for example protecting life and protecting property.

Working group members will be a sub-set of the steering committee and will have biweekly conference calls.

Representatives from municipalities will only need to commit to two meetings: a kick-off meeting in late September and an “annex” meeting in February or March. The date of Wednesday, September 26 was offered for the kick-off meeting.

DATA COLLECTION

Ms. Bianco (Tetra Tech) provided documents related to data collection.

- NFIP Data Request, to FEMA to request relevant data. County Planning and Emergency Management will follow up on this.
- GIS data “wish list”. County Planning is following up on this.
- Contact and Municipal Information Sheet. This needs to be sent out with Letters of Intent to the municipalities before the kick-off meeting. The info sheet contains questions about hazards and already-proposed mitigation projects. Steering committee members were encouraged to give comments or offer suggested changes to the info sheet in order to get the best possible information from the municipalities.
- Capability Assessment Survey.
- Mitigation Project Capture Sheet. This will be distributed widely to get many responses.



**CAYUGA COUNTY, NEW YORK
ALL HAZARDS MITIGATION PLAN**



HAZARD IDENTIFICATION

Ms. Bianco (Tetra Tech) provided worksheets for Evaluation of Identified Hazards and Risks and for Municipal Events and Losses.

The committee discussed non-natural hazards to include in the plan, including:

1. hazardous materials in transit;
2. infrastructure interruption, such as catastrophic water main breaks;
3. dam failure (will be covered in flooding section of the plan).

The committee reviewed the list of events and losses for Cayuga County; added the Buckeye gas leak in 2011.

The committee discussed other hazards. In terms of loss of life or catastrophic loss of property, drought may be a secondary concern, although it can contribute to wildfires which can lead to the more serious issues of erosion and flooding. Cayuga County is a boarderline area for concern about earthquakes. Invasive species (pestilence) should be considered; in particular the emerald ash borer could take out significant portions of forest which can lead to landslides, erosion, and increased flooding risks especially on the steep slopes of southern Cayuga County. Manure spills from lagoons can be an issue. Landslides, land subsidence, and ground failure were discussed. Soil and Water gets many calls about ice jams. Winter storms can lead to log jams in creeks which can exacerbate flooding.

PUBLIC AND STAKEHOLDER OUTREACH

The committee discussed public outreach strategy. Mr. Natale (Cayuga County Planning) noted that media markets in the county are fragmented, so it may be best to build from the outreach strategies that the County’s health educators use.

Public involvement will include:

- a public website set up by the County;
- a survey;
- press releases, including when the survey is launched.

Ms. Bianco (Tetra Tech) provided a template for website content. The County will create the public website.

Tetra Tech can provide tri-fold brochures to distribute. Tetra Tech can also provide press releases to send out.



**CAYUGA COUNTY, NEW YORK
ALL HAZARDS MITIGATION PLAN**



IN-KIND SERVICES TRACKING

Ms. Bianco (Tetra Tech) provided a template for tracking hours of committee members and others who will work on the plan. Niel Rivenburgh (Cayuga County Emergency Management) will handle the tracking of hours.

SCHEDULING FURTHER MEETINGS

The committee discussed the date, time, and venue for the kick-off meeting in September. The meeting should be scheduled for 2 hours, although such meetings usually take a little over an hour. Mr. Steger (Town of Niles) noted that he will not be able to attend if the meeting is on September 26 because he will be at the Town Highway Superintendents State Conference the 25 to 28 of September. Mr. Dahl (Cayuga County Emergency Management) noted that the venue for the kick-off would have to accommodate a large number of people. Mr. Natale (Cayuga County Planning) suggested the conference room at the BOCES campus. Mr. Dahl said he would look into the possibility of using LEPC funds to book the Holiday Inn in Auburn.

ADJOURNMENT

The meeting was adjourned at 3:05 pm.