



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:	February 27, 2013

Attendees:	Kevin Carpenter-American Red Cross
Bruce Natale-Cayuga County (CC) Planning/HazMit	Rich Wheeling- Senior Engineer
Brian Dahl-CC Director of Emergency Management	Doug Kierst-CCSWCD
Michele Wunderlich-CC –Senior Planner	Jim Stowell-Cayuga County Under Sheriff
Eileen O’Conner-Cayuga County Health Department	Doug Ververs-Cayuga County HWY Dept.
Bill Lupien-Auburn Engineering Dept.	Cynthia Bianco-Tetra Tech
Pat Steger-Cayuga County HWY Supr. Assoc.	Michael Arduini-Tetra Tech

Agenda Summary: To discuss the Hazard Mitigation Planning, Homework Collection, Jurisdictional Annex Workshops, Mitigation Strategies, Public and Stakeholder Outreach, Plan Resolution, and local match in-kind services.

Item No.	Description	
1.	Hazard Mitigation Planning and Overview TT discussed the schedule: plan completion expected in May, 2013 and a draft to be submitted for review by NYSOEM by April 10, 2013. Vulnerability assessments in HAZUS-MH are in progress. Flood will be done within two weeks, and the remaining will be finished before Jurisdictional Annex Workshops.	TT to post draft sections upon completion of VA
2.	Homework/ Data Collection Progress is being made with submittals of letters of intent: 9 are missing and 4 are pending (Ledyard, Montezuma, Town of Moravia, and Niles.) Cayuga County estimated 28 out of 33 municipalities will be participating.	County representatives will follow up on letters of intent
3.	Jurisdictional Annex Workshops JAW to be conducted on Wednesday, March 20 th at 2 pm and 6 pm. An additional JAW and a public outreach meeting were proposed for Thursday, March 21.	Additional JAW needs to be confirmed
4.	Mitigation Strategies SWOO and Mitigation Catalog documents were discussed and explained. These documents are working documents and comments, questions, and concerns are encouraged.	County representatives to review and comment
5.	Public and Stakeholder Outreach Currently, 90 responses exist to public survey. The possibility of a public meeting was presented to go along with the additional JAW. TT suggested for another press release to gain more public interest.	



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6.	Sample Resolution The importance of the formal adoption of the plan was discussed. Cayuga County requested a write up of advantages for the formal adoption of the plan to ease the adoption process within local governments.	TT to supply sample resolution within JAW materials and provide a document with advantages of adopting a HMP
7.	In-kind Services TT stressed the importance of tracking in-kind services performed by Cayuga County personnel. The county needs to justify the 25% local match of the grant funding.	Cayuga County is to review the schedule of in-kind services