



MEETING SUMMARY



Date/Time of Meeting: Thursday, November 15, 2018; 1:00 pm to 3:00

Location: Confluence Technology Center, 285 Technology Center Way
Wenatchee, WA

Subject: Steering Committee Meeting #5

Project Name: Chelan County Natural Hazards Mitigation Plan Update

In Attendance (See Attachment): **Attendees:** Jill Fitzsimmons (for Jason Detamore), Bob Plumb, Craig Gildroy, Mick Lamar, Jon Riley (for Brian Brett), Patrick Haggerty (for Mike Cushman), Lillith Vespier (for Joel Walkinski), John Ricardi, Kent Sisson, Stan Smoke, Jim Brooks, Arnold Baker, Steve Croci

Planning Team: Christina Wollman, Hillary Heard, Rob Flaner (phone)

Not Present: FD 3

Summary Prepared by: Christina Wollman (11/16/2018)

Quorum – Yes or No Yes

Item	Action
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Welcome and Introductions

- Jon Riley, alternate for Chief Brett, opened the Chelan County Natural Hazard Mitigation Plan (HMP) Update Kick-Off meeting with introductions.
- The following handouts were provided: Agenda, Meeting #3 Summary, risk assessment update memo, objectives exercise, Critical facility definitions, Phase 1 Annex exercise for districts and municipalities.
- Vice Chair John Ricardi arrived and assumed responsibility for the meeting.
- The meeting summary from October 18th was reviewed and approved by motion from Mick Lamar and second from Jon Riley. The decision was unanimous.
- Two fire districts have approached Hillary to inquire about joining the planning partnership. They have been provided LOI templates and have been asked to complete the Phase 1 annex document with the other planning partners.
- Hillary gave a brief update on the CWPP process which is still on track for completion as planned.



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Risk Assessment Update

Hazus data loss was provided for all hazards except fire. The fire data from the CWPP has not been received by Tetra Tech. Christina walked the SC through the Hazus outputs and loss matrix and will provide the data to the Steering Committee for their review.

Tt will update the wildfire risk assessment after data is received. The risk assessment will be sent to the steering committee for their review.

Plan Maintenance Strategy

Rob explained the plan maintenance requirements to the committee. A sample strategy was provided to the committee. The minimum requirements involve a trigger for updates (5-year federal trigger), plan integration (addressed in the phase 2 annex), and continuing public involvement (keep plan available on website). The committee can choose to do progress reports which are not necessary for this plan because it is not being used for CRS credit. However, the benefit of progress reports is to provide opportunity to update the mitigation action plans before the required 5-year update without going through the planning process again. This is beneficial because the planning partners may overlook a mitigation action item or new mitigation may become necessary within the 5-year timeframe.

Tt will develop a plan update strategy which includes the provision for progress reporting agreed upon by the committee. The draft will be reviewed and approved at the January meeting.

Ken Sisson recommended to include bi-annual progress reporting in the plan maintenance strategy, with a progress report planned in year 2 and year 4. The committee agreed this was the most beneficial option. Chelan County Emergency Management and Natural Resources Department will share the responsibility.

The next meeting (January) will include review and approval of the plan maintenance strategy. An example progress report template will also be provided.

Mitigation Alternatives / SWOO

Christina presented the Catalog of Risk Reduction Measures to the committee. Rob explained this catalog has been developed over time to replace the SWOO process as all steering committees often had the same answers in the exercise. The catalog now serves to demonstrate that many more options were considered beyond those identified in the mitigation action plan, which is a planning requirement.

Committee members should continue to think about mitigation actions which will benefit their community. If those actions are not within the catalog they should note them to be added during the next meeting.

The committee reviewed some of the hazards included and discussed mitigation actions which they have the opportunity or ability to conduct that are not included in the catalog. Some of these included installing generators at fire stations and other critical facilities to increase the capability of responders during an event, performing evacuation



Item	Action
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contingency planning to decrease vulnerability, adopting WUI code, and gathering liquefaction data to reduce exposure. The additional mitigation actions identified during the meeting will be included into the catalog and provided to the committee members. Additional actions may be included at any time, and any actions that are identified in the annexes by the planning partners which are not currently within the catalog will also be added. The catalog will be included in the plan update.

Phase 2 Annex Process

Christina reminded the planning partner attendees the Phase 1 annex is due on November 30th. By December 3rd the Phase 2 annex instructions and template will be provided to the planning partnership and they will have 30 days to complete. The Phase 2 annex process involves identifying core capabilities of the jurisdiction, such as fiscal, administrative, legal, regulatory and technical. The Phase 3 annex will be presented during a mandatory meeting in January for all planning partners.

Planning partners need to complete their Phase 1 annex by November 30th and be prepared to begin Phase 2 in early December.

Public Involvement Strategy

Rob reported that over 80 responses to the survey have been received. Christina reported that no responses to the Spanish language version have been received. Lillith suggested sending a press release to the Spanish language newspaper. The committee agreed this would be a good method to reach the Spanish language community.

A Spanish version press release will be sent to the Spanish language newspaper with a link to the survey.

Action Items and Next Steps

- Planning partners to complete Phase 1 annex by November 30
- Phase 2 Annex Process distributed by December 3
- Plan maintenance strategy approval

Meeting was adjourned at 2:30 PM by Vice Chair Ricardi.

The next meeting will be in January at the CTC.



MEETING SUMMARY



CHELAN COUNTY HAZARD MITIGATION PLAN UPDATE

Steering Committee Meeting #5 - Sign-In Sheet

November 15, 2018

Name	Agency	Contact Info
Lilith Vespier	City of Leavenworth	on file
Steve Croci	City of Cashmere	steve@cityofcashmere.org or 782-3513
MICK LAMM	LWFK	on file
Craig Gildroy	City of Chelan	cgildroy@cityofchelan.us
MIKE ASHER	CCFB #8	ON FILE
JIM RILEY	CCFO #1	ON FILE
Hillam Heard	Chelan County	ON FILE
Patrick Haggerty	CASCADE CD	patrick.haggerty@cascoadcd.org
John Ricardi	City of Wenatchee	on file
Jill FitzSimmons	CC Public Works/FCD	jill.fitzsimmons@co.chelan.wa.us
KENT SISSON	CC FM	kent.sisson@co.chelan.wa.us
Jim Brooks	City of Entiat	jbrooks.city@entiat.wa.us
Arnold Baker	Chelan Co Fire Dist 5	arnoldb@mansonfire.org
Bob Plumb	Chelan County Fire Protection	bob.plumb@co.chelan.wa.us