



MEETING NOTES

Meeting	Somerset County, Pennsylvania Hazard Mitigation Plan (HMP) Update Planning Team Kickoff Meeting		
Date	October 25, 2023	Time	3:00 – 4:50 p.m.
Location	Somerset County/Region 13 Hazmat Building, 113 Runway Road, Friedens, PA		
Attendees	Pam Tokar-Ickes, Somerset County Commissioner		
	Joel D. Landis, Emergency Management Agency (EMA) Director, Somerset County Department of Emergency Services (DES)		
	Kevin Broadwater, EMA Specialist, Somerset County DES		
	Craig Hollis-Nicholson, 911 Operations Manager, Somerset County 911		
	Bradley A. Zearfoss, Planning Director, Somerset County Planning Commission		
	Lenny Lichvar, District Manager, Somerset Conservation District		
	Melissa Wass, Township Supervisor, Addison Township		
	Gerald Parry, Emergency Management Coordinator, Berlin Borough, Brothersvalley Township, Northampton Township		
	David F. Reeder, Superintendent, Berlin Brothersvalley School District		
	Richard Ames, Operations Manager, Cambria Somerset Authority		
	Susan Levy, EMC, Middlecreek Township		
	Craig B. Waltermire, Supervisor, Milford Township		
	Barry Thomas, Council President, New Centerville Borough; Laurel Highlands Municipal Authority		
	Don Miller, Supervisor, Somerset Township		
	Rodney A. Zerfoss, Sr., Council Member, Stoystown Borough		
	Harvey Wetzler, EMC, Addison Township; Addison Volunteer Fire Department		
	Jonathan Hoover, Environmental Services Manager, Duke LifePoint (DLP) Conemaugh Meyersdale		
	George Earley, Rockwell Forest Products		
	Jim Leer, Somerset County Hazmat Team, Somerset Volunteer Fire Department		
	Danielle Smorto-Dukery, Administrator, Windber Woods Senior Living and Rehabilitation Center (online)		
	Christine Spinos, Director of Nursing, Windber Woods Senior Living and Rehabilitation Center (online)		
	Jarod Allison, Ranger, Pennsylvania Department of Conservation and Natural Resources/Laurel Hill State Park		
	Charlie Hughes, Emergency Management Specialist, Pennsylvania Emergency Management Agency Western Area		
	Ally Link, Legislative Assistant, Office of Pennsylvania Senator Pat Stefano		
	Tracey Zimmerman, Lieutenant, State Correctional Institution (SCI) Somerset		
	Nicholas Paul, Highway Foreman, Pennsylvania Department of Transportation (PennDOT)		
	Adam Pritts, Assistant Maintenance Manager, PennDOT Somerset County		
Tony Subbio, Project Manager, Tetra Tech			



MEETING NOTES

Discussion Points

This section summarizes each discussion point addressed during the Planning Team Kickoff Meeting.

Welcome and Introductions

Mr. Landis welcomed the group. Attendees introduced themselves and identified the following areas of focus for the planning effort:

- Several attendees were concerned about the increase in flooding in the county, particularly as it relates to stormwater management.
- Mr. Lichvar reported that he is concerned by the amount of oil spilling into waterways after accidents.

Overview of Hazard Mitigation

Mr. Subbio provided a brief overview of hazard mitigation for attendees. He defined hazard mitigation and statistics regarding the benefits of mitigation versus their costs.

Planning Process

Mr. Subbio provided an overview of the HMP planning process, then described the steps in detail. This section summarizes the detailed description of each step.

The first step involves examining the hazards of concern for Somerset County. The hazards of concern that will be analyzed in the HMP are as follows:

- Dam Failure
- Drought
- Earthquake
- Environmental Hazards – Coal Mining
- Environmental Hazards – Gas and Liquid Pipelines
- Environmental Hazards – Hazardous Materials Releases
- Flood, Flash Flood, and Ice Jam
- Hailstorm
- Invasive Species
- Landslide
- Levee Failure
- Opioid Addiction Response
- Pandemic and Infectious Disease
- Subsidence, Sinkholes
- Terrorism
- Tornado, Windstorm
- Transportation Accidents
- Utility Interruption
- Wildfire
- Winter Storm

Attendees provided the following input and insight regarding the hazards of concern:

- The Cambria Somerset Municipal Authority maintains Emergency Action Plans (EAP) for its dams. The United States Army Corps of Engineers (USACE) dam on the Youghiogheny River and the Pennsylvania Fish and Boat Commission's dam at High Point Lake are two dams of concern.
- Some of the Berlin Brothersvalley School District's schools are built over abandoned mines.
- Attendees reported that they do not have access to detailed maps of where pipelines are located.



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- The Somerset Conservation District is not notified of incidents that contaminate waterways and waterbodies. This notification should be built into emergency plans. Mr. Hollis-Nicholson stated that the 911 system can be updated to require these notifications.
- Stormwater pipes back up on PA-281 where the road goes under the railroad tracks near Confluence.
- Representatives of PennDOT Somerset County reported that distracted drivers causing accidents is a major issue.
- Trains stop and block intersections in Meyersdale. Officials have tried working on the issue with CSX but have had no success.
- A derailment of an Amtrak train would cause a mass casualty incident that the healthcare system in the county does not have the capacity to handle.

Hazards of concern are examined in the risk assessment process. After the risk assessment is complete, Tetra Tech and Somerset County will conduct a Risk Assessment Review Meeting to collect feedback on the results.

Tetra Tech and Somerset County will assess jurisdictions' capabilities to implement hazard mitigation. These capabilities include plans, regulations, staff expertise, access to internal and external funding, training of key staff, and education and outreach. School districts maintain mass notification and messaging systems. Somerset County uses Code Red for emergency notifications and may expand its use to non-emergency messages.

Based on the risk assessment and capabilities assessment, plan participants will update the mitigation strategy. Municipalities and other stakeholders will identify mitigation actions they have taken over the last 5 years. The Steering Committee will develop a set of mitigation goals and objectives for the updated HMP. Tetra Tech's planners will work with Somerset County and other stakeholders to identify specific, implementable mitigation actions for inclusion in the updated plan. To that end, a Mitigation Strategy Workshop will be conducted to help participants identify solutions to the problems posed by hazards in the county.

Throughout this process, Tetra Tech will be developing the HMP document. The risk assessment, capabilities assessment, and mitigation strategy will each have their own sections of the HMP. Other sections of the HMP include an updated County Profile section, which describes the nature of the county and its population; the Planning Process section, which documents the steps Somerset County took to update the HMP; and the Plan Maintenance section, which documents how the HMP will be reviewed and updated over its 5-year lifespan.

Mr. Subbio then described the plan review and approval process. He noted that the Pennsylvania Emergency Management Agency (PEMA) usually requests only minor changes, but FEMA almost always asks for substantial changes based on best practices from other jurisdictions in FEMA Region III. Tetra Tech will update the HMP as necessary until it is granted Approvable Pending Adoption (APA) status by FEMA.



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Mr. Subbio then described recent changes to FEMA guidance and the template adoption resolutions. The new template from FEMA includes language that the jurisdictions can adopt the plan while it is undergoing FEMA's review and that required revisions will not result in the plan needing to be re-adopted. The goal for the plan to be adopted is January 2025.

Following the approval of the updated plan, Somerset County will continue to conduct regular review meetings with the Planning Team. In addition, members of the Planning Team should discuss the HMP and hazard mitigation at other stakeholder meetings. Most importantly, Somerset County and municipalities should work to implement the plan.

Review Schedule

Mr. Subbio reviewed the project schedule. The draft of the updated HMP will be complete by mid-June 2024 if information is provided to Tetra Tech in a timely manner. That will allow time for the public, PEMA, and FEMA reviews to occur and APA status to be achieved by mid-December 2024.

Introduce Worksheets

Mr. Subbio reviewed the following set of information-gathering worksheets that municipalities are asked to complete:

- Hazard Identification and Risk Evaluation Worksheet
- Capability Assessment Survey
- Local Compliance with the National Flood Insurance Program (NFIP) Checklist
- Mitigation Strategy 5-Year Mitigation Plan Review

Mr. Subbio explained that FEMA Region III recently began treating school districts, municipal authorities, and other special districts as their own jurisdictions. These organizations will now have to meet the same participation requirements as the municipalities must meet to be eligible for FEMA's mitigation funding. Mr. Subbio stated that non-municipality jurisdictions would not have to complete the Local Compliance with the NFIP Checklist and would likely not have any actions in the 2020 HMP on which to report progress in the Mitigation Strategy 5-Year Mitigation Plan Review.

Attendees completed the Hazard Identification and Risk Evaluation Worksheet.

Public and Stakeholder Outreach

Mr. Subbio then described the public and stakeholder outreach methods that are being used to secure as much participation in the planning process as possible. A project website is being developed to provide information on the planning process. Tetra Tech is also developing a set of information-gathering online surveys for different stakeholder groups (e.g., neighboring counties, the general public, and other stakeholders) to provide information on how hazards affect them and their organizations and what needs they may have. Tetra Tech will create a simple online mapping tool in which a person can identify a location where hazards can or have affected a community. Stakeholder organizations will be invited to attend Planning Team meetings held throughout the planning process. Finally, there will be two public meetings during the planning process: one to review the risk assessment results and one to review the final draft.



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Next Steps

The following next steps were identified at the close of the meeting:

- Organizations will send any relevant documents, reports, plans, etc., to Somerset County or Mr. Subbio for review and incorporation into the HMP.
- Tetra Tech and Somerset County will distribute the set of standard worksheets to jurisdictional officials.
- Tetra Tech will continue to update the hazard profiles.

The meeting adjourned at 4:50 p.m.

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Somerset County Hazard Mitigation Plan 2024 Update




Planning Team Kickoff Meeting
October 25, 2023
3:00 - 5:00 p.m.



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Agenda

- Welcome and Introductions
- Overview of Hazard Mitigation
- Planning Process
- Review Schedule
- Introduce Worksheets
- Public and Stakeholder Outreach
- Next Steps
- Questions





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Welcome and Introductions

- Name, Title, Organization
- What are your areas of focus for the HMP?





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What is hazard mitigation?

Any sustained action taken to reduce or eliminate long-term risk to life and property from a hazard event



"...provides the blueprint for reducing the potential losses identified in the risk assessment, based on existing authorities, policies, programs, and resources, and local ability..." (CFR).








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Mitigation Works!

- The nation saves **\$6** for every **\$1** spent through mitigation grants, funded through select federal agencies.

National Benefit-Cost Ratio (BCR) Per Peril <small>*BCR numbers in this study have been rounded</small>	Beyond Code Requirements	Federally Funded
Overall Hazard Benefit-Cost Ratio	\$4:1	\$6:1
 Riverine Flood	\$5:1	\$7:1
 Hurricane Surge	\$7:1	Too few grants
 Wind	\$5:1	\$5:1
 Earthquake	\$4:1	\$3:1
 Wildland-Urban Interface Fire	\$4:1	\$3:1




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Overview of Hazard Mitigation (Cont.)

Questions?





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Planning Process

- Update the Risk Assessment
- Update the Capabilities Assessment
- Update the Mitigation Strategy
- Update Other Sections of the HMP
- Submit the HMP for Review
- Adopt the HMP
- Implement the HMP






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Planning Process: Step 1 Update the Risk Assessment

➤ Hazards of Concern

- Dam Failure
- Drought
- Earthquake
- Environmental Hazards – Coal Mining
- Environmental Hazards – Gas and Liquid Pipelines
- Environmental Hazards – Hazardous Materials Releases
- Flood, Flash Flood, and Ice Jam
- Hailstorm
- Invasive Species
- Landslide
- Levee Failure
- Opioid Addiction Response
- Pandemic and Infectious Disease
- Subsidence, Sinkholes
- Terrorism
- Tornado, Windstorm
- Transportation Accidents
- Utility Interruption
- Wildfire
- Winter Storm






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Planning Process: Step 2 Update the Capabilities Assessment

➤ Capabilities



- Planning and Regulatory Capability
- Administrative and Technical Capability
- Financial Capability
- Education and Outreach
- Self-Assessment of Capability

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Planning Process: Step 3 Update the Mitigation Strategy



- Review Goals and Objectives
- Determine Status of Mitigation Actions
- Identify New Mitigation Actions/Projects
 - **Focus on specific, implementable actions!**
- Conduct Mitigation Strategy Workshop

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Planning Process: Step 4 Update Other Sections of HMP



- County Profile
 - Updated data
- Planning Process
 - Documentation of the update process
- Plan Maintenance
 - Incorporation into other plans, as well as determining ways to incorporate other plans into the updated HMP

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Planning Process: Step 5 Submit the HMP for Review



- Review Draft with Planning Team
- 30-day Public Comment Period
- Conduct Public Meeting to Review the Draft
- Submit for Pennsylvania Emergency Management Agency (PEMA) Review
 - 14 to 28 days
- Submit for Federal Emergency Management Agency (FEMA) Review
 - 45 days
- “Approvable Pending Adoption” Status

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Planning Process: Step 6 Adopt the HMP



- County and at least one participating municipality
- FEMA Approval
- Adoption Goal – January 2025

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Planning Process: Step 7 Implement the HMP



- Regular Planning Team Meetings
- Stakeholder Meetings
- Implement Mitigation Actions and Projects
 - Integrate actions where appropriate

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Review Schedule



- Risk Assessment
 - August 2023 – February 2024
- Capabilities Assessment
 - August 2023 – February 2024
- Mitigation Strategy
 - February – May 2024
- Draft Plan by the middle of June 2024
- Submit to PEMA by the beginning of September 2024
- Submit to FEMA by the beginning of October 2024
- “Approvable Pending Adoption” by the middle of December 2024

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Introduce Worksheets

- Hazard Identification and Risk Evaluation Worksheet
- Capability Assessment Survey
- Checklist to Identify Local Compliance with the National Flood Insurance Program
- Mitigation Strategy 5-Year Mitigation Plan Review

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Public and Stakeholder Outreach

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Next Steps

- Document Request
- Complete Municipal Worksheets
- Update the Risk Assessment

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Questions?

Thank you for your time!



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AGENDA

SOMERSET COUNTY 2024 HAZARD MITIGATION PLAN UPDATE Planning Team Kickoff Meeting

Wednesday, October 25, 2023 | 3:00 – 5:00 p.m.

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1. **Welcome and Introductions**

 2. **Overview of Hazard Mitigation**

 3. **Planning Process**
 - a. Update the Risk Assessment
 - b. Update the Capabilities Assessment
 - c. Update the Mitigation Strategy
 - d. Update Other Sections of the HMP
 - e. Submit the HMP for Review
 - f. Adopt the HMP
 - g. Implement the HMP

 4. **Review Schedule**

 5. **Introduce Worksheets**

 6. **Public and Stakeholder Outreach**

 7. **Next Steps**

 8. **Questions**



Hazard Identification and Risk Evaluation Worksheet

Name: _____

Title: _____

Jurisdiction: _____

Email: _____

PART I

Identified Hazards 2020 HMP	How has the frequency of occurrence, magnitude of impact, and/or geographic extent changed in your community? <i>NC = No Change; I = Increase; D = Decrease</i> <i>(Please provide an explanation for any hazards marked I or D in the "Additional Comments" column)</i>	Additional Comments
Natural Hazards		
Drought		
Earthquake		
Flood, Flash Flooding, and Ice Jam		
Hailstorms		
Hurricane, Tropical Storms, Nor'easter		
Invasive Species		
Landslide		
Pandemic and Infectious Disease		
Radon Exposure		
Subsidence, Sinkhole		
Tornadoes and Windstorms		
Wildfire		
Winter Storms		
Human-Caused Hazards		
Emergency Services		
Environmental Hazards (Hazmat)		
Levees and Dam Failure		
Opioid Epidemic		
Terrorism		
Transportation Accidents		
Utility Interruption		



PART II

Other Hazards:

Do any of the following hazards (not previously profiled in the County's hazard mitigation plan) have the potential to affect your municipality significantly? If so, please check the box(es) below.

Natural

- Coastal Erosion
- Extreme Temperature
- Lightning Strike

Human-Caused

- | | |
|---|---|
| <input type="checkbox"/> Building and Structure Collapse | <input type="checkbox"/> Environmental Hazards – Unconventional Oil/Gas Wells |
| <input type="checkbox"/> Civil Disturbance | <input type="checkbox"/> Mass Food and Animal Feed Contamination |
| <input type="checkbox"/> Cyber Terrorism | <input type="checkbox"/> Nuclear Incident |
| <input type="checkbox"/> Environmental Hazards – Coal Mining | <input type="checkbox"/> Urban Fire and Explosion |
| <input type="checkbox"/> Environmental Hazards – Conventional Oil/Gas Wells | |
| <input type="checkbox"/> Environmental Hazards – Gas and Liquid Pipelines | |

Additional Comments:

Capability Assessment Survey

Name: _____

Title: _____

Jurisdiction: _____

Email: _____

Phone Number: _____

- 1. Planning and Regulatory Capability:** Please indicate whether the following planning or regulatory tools and programs are currently in place or under development for your jurisdiction by placing an "X" in the appropriate box, followed by the date of adoption/update. Then, for each particular item in place, identify the department or agency responsible for its implementation. Finally, please provide additional comments or explanations in the space provided.

Tool / Program	Status			Dept./Agency Responsible	Comments
	In Place	Date Adopted or Updated	Under Development		
<i>EXAMPLE: Hazard Mitigation Plan</i>	X	1/1/2022		County EMA	Interim update in 2020 revised mitigation strategy; completed one action.
Hazard Mitigation Plan					
Emergency Operations Plan					
Disaster Recovery Plan					
Evacuation Plan					
Continuity of Operations Plan					
NFIP					
NFIP – Community Rating System					
Floodplain Regulations					
Floodplain Management Plan					
Zoning Regulations					



Tool / Program	Status			Dept./Agency Responsible	Comments
	In Place	Date Adopted or Updated	Under Development		
Subdivision Regulations					
Comprehensive Land Use Plan (or General, Master, or Growth Mgt. Plan)					
Open Space Management Plan (or Parks/Rec or Greenways Plan)					
Stormwater Management Plan / Ordinance					
Natural Resource Protection Plan					
Capital Improvement Plan					
Economic Development Plan					
Historic Preservation Plan					
Farmland Preservation					
Building Code					
Fire Code					
Other					



2. Administrative and Technical Capability: Please indicate whether your jurisdiction maintains the following staff members within its current personnel resources by placing an “X” in the appropriate box. Then, if YES, please identify the department or agency they work under and provide any other comments you may have in the space provided or with attachments.

Staff/Personnel Resources	Yes	No	Department/Agency	Comments
Planners (with land use / land development knowledge)				
Planners or engineers (with natural and/or human caused hazards knowledge)				
Engineers or professionals trained in building and/or infrastructure construction practices (includes building inspectors)				
Emergency Manager				
Floodplain Manager				
Land Surveyors				
Scientists or staff familiar with the hazards of the community				
Personnel skilled in GIS and/or FEMA’s HAZUS program				
Grant writers or fiscal staff to handle large or complex grants				
Other				

3. Financial Capability: Please indicate whether your jurisdiction has access to or is eligible to use the following local financial resources *for hazard mitigation purposes* (including as match funds for state or federal mitigation grant funds). Then, identify the primary department or agency responsible for its administration or allocation and provide any additional comments you may have in the space provided or with attachments.

Financial Resources	Yes	No	Department/Agency	Comments
Capital Improvement Programming				
Community Development Block Grants (CDBG)				
Special Purpose Taxes				
Gas / Electric Utility Fees				
Water / Sewer Fees				
Stormwater Utility Fees				
Development Impact Fees				
General Obligation, Revenue, and/or Special Tax Bonds				
Partnering Arrangements or Intergovernmental Agreements				
Other				

- 4. Education and Outreach:** Identify education and outreach programs and methods already in place that could be used to implement mitigation activities and communicate hazard-related information. Then, identify the primary department or agency responsible for its administration or allocation and provide any additional comments you may have in the space provided or with attachments.

Program/Organization	Yes	No	Department/Agency	Comments
Firewise Communities Certification				
StormReady certification				
Natural disaster or safety related school programs				
Ongoing public education or information program (e.g. responsible water use, fire safety, household preparedness, environmental education)				
Public-private partnership initiatives addressing disaster-related issues				
Local citizen groups or nonprofit organizations focused on environmental protection, emergency preparedness, access and functional needs populations, etc.				
Other				

5. Self-Assessment of Capability: Please provide an approximate measure of your jurisdiction's capability to effectively implement hazard mitigation strategies to reduce hazard vulnerabilities. Using the following table, please place an "X" in the box marking the most appropriate degree of capability (Limited, Moderate, or High) based on best available information and the responses provided in Sections 1-4 of this survey.

Area	Degree of Capability		
	Limited	Moderate	High
Planning and Regulatory Capability			
Administrative and Technical Capability			
Financial Capability			
Education and Outreach			

Checklist to Identify Local Compliance with the National Flood Insurance Program (NFIP)

Name: _____

Title: _____

Jurisdiction: _____

Email: _____

Participation in the NFIP is based on a voluntary agreement between a community and FEMA. Compliance with the NFIP, however, extends beyond mere participation in the program. The three basic components of the NFIP include 1) floodplain identification and mapping risk, 2) responsible floodplain management and 3) flood insurance. The requirements of the program are listed below. Please state whether or not your jurisdiction takes the following actions and provide appropriate comments.

1. FLOODPLAIN IDENTIFICATION AND MAPPING			
Requirement	Recommended Action	Yes/No	Comments
a. Does the municipality maintain accessible copies of an effective Flood Insurance Rate Map (FIRM)/Digital Flood Insurance Rate Map (DFIRM)? Does the municipality maintain accessible copies of the most recent Flood Insurance Study (FIS)?	Place these documents in the local libraries or make available publicly.		
b. Has the municipality adopted the most current DFIRM/FIRM and FIS?	State the date of adoption, if approved.		
c. Does the municipality support requests for map updates?	If yes, specify how.		
d. Does the municipality share with Federal Emergency Management Agency (FEMA) any new technical or scientific data that could result in map revisions within 6 months of creation or identification of new data?	If yes, specify how.		
e. Does the municipality provide assistance with local floodplain determinations?	If yes, specify how.		
f. Does the municipality maintain a record of approved Letters of Map Change?	If yes, specify the responsible office.		

2. FLOODPLAIN MANAGEMENT			
Requirement	Recommended Action	Yes/No	Comments
a. Has the municipality adopted a compliant floodplain management ordinance that, at a minimum, regulates the following:	If yes, answer questions (1) through (4) below.		
(1) Does the municipality issue permits for all proposed development in the Special Flood Hazard Areas (SFHA)?	If yes, specify the office responsible.		
(2) Does the municipality obtain, review, and utilize any base flood elevation (BFE) and floodway data, and/or require BFE data for subdivision proposals and other development proposals larger than 50 lots or 5 acres?	If yes, specify the office responsible.		
(3) Does the municipality identify measures to keep all new and substantially improved construction reasonably safe from flooding to or above the BFE, including anchoring, using flood-resistant materials, and designing or locating utilities and service facilities to prevent water damage?	If yes, specify the office responsible.		
(4) Does the municipality document and maintain records of elevation data that document lowest floor elevation for new or substantially improved structures?	If yes, specify the office responsible.		
b. If a compliant floodplain ordinance was adopted, does the municipality enforce the ordinance by monitoring compliance and taking remedial action to correct violations?	If yes, specify how.		
c. Has the municipality considered adopting activities that extend beyond the minimum requirements? Examples include: <ul style="list-style-type: none"> • Participation in the Community Rating System • Prohibition of production or storage of chemicals in SFHA • Prohibition of certain types of structures, such as hospitals, nursing homes, and jails in SFHA • Prohibition of certain types of residential housing (manufactured homes) in SFHA • Floodplain ordinances that prohibit any new residential or nonresidential structures in SFHA 	If yes, specify activities.		

3. FLOOD INSURANCE			
Requirement	Recommended Action	Yes/No	Comments
a. Does the municipality educate community members about the availability and value of flood insurance?	If yes, specify how.		
b. Does the municipality inform community property owners about changes to the DFIRM/FIRM that would impact their insurance rates?	If yes, specify how.		
c. Does the municipality provide general assistance to community members regarding insurance issues?	If yes, specify how.		

Please fill in the table below that will help provide specific information on the NFIP program in your community. This includes resources, compliance history, regulation, insurance summary, and the Community Rating System.

Staff Resources		
Topic	Source of Information	Comments
Is the Community FPA or NFIP Coordinator certified?	Community Floodplain Administrator (FPA)	
Is the floodplain management an auxiliary function?	Community FPA	
Provide an explanation of NFIP administration services (e.g., permit review, GIS, education or outreach, inspections, engineering capability)	Community FPA	
Compliance History		
Topic	Source of Information	Comments
Is the community in good standing with the NFIP?	State NFIP Coordinator, FEMA NFIP Specialist, community records	
Are there any outstanding compliance issues (i.e., current violations)?		
When was the most recent Community Assistance Visits (CAV) or Community Assistance Contact (CAC)?	Community FPA	

Is a CAV or CAC scheduled or needed?		
Regulation		
Topic	Source of Information	Comments
Are the FIRMs digital or paper?	Community FPA	
Do floodplain development regulations meet or exceed FEMA or State minimum requirements? If so, in what ways?	Community FPA	
Provide an explanation of the permitting process.	Community FPA, State, FEMA, NFIP	
Insurance Summary		
Topic	Source of Information	Comments
How many NFIP policies are in the community? What is the total premium and coverage?	State NFIP Coordinator or FEMA NFIP Specialist	
How many claims have been paid in the community? What is the total amount of paid claims? How many substantial damage claims have there been?	FEMA NFIP or Insurance Specialist	
How many structures are exposed to flood risk within the community?	Community FPA or GIS Analyst	
Describe any areas of flood risk with limited NFIP policy coverage.	Community FPA or FEMA Insurance Specialist	
Community Rating System		
Topic	Source of Information	Comments
Does the community participate in CRS?	Community FPA, State, FEMA NFIP	
If so, what is the community's CRS Class Ranking?	Flood Insurance Manual	
What categories and activities provide CRS points and how can the class be improved?		
Does the plan include CRS planning requirements?	Community FPA, FEMA CRS Coordinator, ISO representative	

Mitigation Strategy 5-Year Mitigation Plan Review

Name: _____

Title: _____

Jurisdiction: _____

Email: _____

Purpose: To fulfill the requirement that maintenance of the hazard mitigation plan (HMP) has been completed since the publication of the original or previous version, and to obtain early feedback from the planning team to incorporate into the update process.

Instructions: Complete the *Goal and Objective Review Worksheet* and *Mitigation Action Plan Review Worksheet* on the next pages keeping the following questions in mind:

- Do the goals, objectives, and actions address current and expected conditions?
- Should each goal be carried forward into the updated plan? Should a goal be changed based on current conditions in the community? Should a goal be discontinued, and if so, why?
- What is the status of each action? What progress has been made? Should an action be continued in the updated plan? Should an action be discontinued, and if so, why?
- Has the nature or magnitude of hazard risk changed?
- Are current resources adequate to implement the plan?
- Should additional local resources be committed to address identified hazard threats?
- Are there any issues that have limited the current implementation schedule?
- Has the implementation of identified mitigation actions resulted in expected outcomes?
- Has the Steering Committee measured the effectiveness of completed hazard mitigation projects in terms of specific dollar losses avoided?
- Did the jurisdictions, agencies, and other partners participate in the plan implementation process as proposed?
- Are there other concerns that should be identified?

Before completing the worksheets, the group may wish to discuss the above questions in a round-robin format, using a flip chart. The questions are standard; however, it is important to check the existing HMP maintenance section for additional questions that may need to be considered.



Goal and Objective Review Worksheet

Instructions: Write each goal and objective identified in the existing hazard mitigation plan. Use the comment boxes to provide feedback or to suggest modification of any of the proposed goals or objectives. You may suggest additional objectives below each goal, or new goals and objectives on the last page of this exercise.

Goals and Objectives		Comments
Goal 1	Reduce potential injury/death and damage to existing community assets due to floods, flash floods, and ice jams.	
Objective 1.1	Identify, evaluate, and implement strategies for repetitive loss and severe repetitive loss properties.	
Objective 1.2	Provide public outreach/education to decrease the impact of flooding, flash flooding, and ice jam flooding.	
Objective 1.3	Address identified data limitation regarding lack of detailed information about individual structures located in the special flood hazard area (SFHA).	
Objective 1.4	Complete actions and projects to decrease the impact of flooding and to acquire, elevate, demolish or demolish/reconstruct properties, repetitive loss properties and severe repetitive loss properties.	
Objective 1.5	Minimize the financial impact of personal mitigation measures on residents.	
Goal 2	Reduce potential injury/death and damage to existing community assets due all hazards.	
Objective 2.1	Identify communities that do not have warning systems and shelters.	
Objective 2.2	Implement measures to reduce the likelihood of all natural and human caused hazards.	
Objective 2.3	Develop a comprehensive approach to reducing potential injury/damages for critical facilities and vulnerable populace in hazard areas.	
Objective 2.4	Evaluate water sources that could be impacted by contamination.	
Objective 2.5	Identify key roadways that are adequate to support vehicles transporting hazardous materials.	



Goals and Objectives		Comments
Objective 2.6	Enhance response capability of county and municipal services.	
Goal 3	Promote disaster-resistant future development.	
Objective 3.1	Review and maintain comprehensive plan and encourage municipalities to implement zoning/land use ordinances that avoid high-hazard areas.	
Objective 3.2	Encourage municipalities to enforce building codes that provide protection for new construction and substantial renovations from the effects of identified hazards.	
Objective 3.3	Provide adequate and consistent enforcement of ordinances and codes within and between jurisdictions.	
Goal 4	Promote hazard mitigation as a public value in recognition of its importance to the health, safety, and welfare of the population.	
Objective 4.1	Provide public education to increase awareness of hazards and opportunities for mitigation.	
Objective 4.2	Promote partnerships between municipalities and the county to continue to develop a county-wide approach to identifying and implementing mitigation actions.	
Objective 4.3	Continue the promotion of disaster resistance in the business community via the hazard mitigation planning initiative.	
Goal 5	Improve response and recovery capabilities.	
Objective 5.1	Increase awareness by residents (e.g., through public out-reach/education) of actions to take during an emergency.	
Objective 5.2	Enhance response capabilities of county and municipal fire, police, and emergency medical services personnel to special populations.	
Objective 5.3	Ensure adequate emergency planning is conducted.	
Goal 6	Protect critical infrastructure in hazard areas.	
Objective 6.1	Identify the most vulnerable and critical structures and infrastructure due to the effects of natural and human caused hazards.	
Objective 6.2	Protect utilities from natural and human caused hazards.	
Objective 6.3	Enhance planning and mitigation strategy development for high hazard dams and levees.	

Suggested Additional Goals and/or Objectives		Comments
Goal		
Objective		
Objective		
Objective		

Goal		
Objective		
Objective		
Objective		



Mitigation Action Plan Review Worksheet

Instructions: List each mitigation action from the existing hazard mitigation plan and identify its status as “No Progress / Unknown,” “In Progress / Not Yet Complete,” “Continuous,” “Completed,” or “Discontinued.” Include review comments for each action.

Existing Mitigation Action		Status					Review Comments
		No Progress/ Unknown	In Progress/ Not Yet Complete	Continuous	Completed	Discontinued	
Countywide (Multiple Municipalities)							
1.1.1	Identify existing repetitive loss and severe repetitive loss properties						
1.1.2	Investigate options for mitigating repetitive-loss properties within the floodplain						
1.1.3	Protect natural wetlands that may absorb floodwaters.						
1.2.1	Work with township/borough officials to increase awareness among property owners, including informational mailings to property owners in the special flood hazard area (SFHA), and sponsoring a series of workshops about costs and benefits of: <ul style="list-style-type: none"> • Acquiring and minimizing the cost of flood insurance coverage • Property acquisition, relocation, elevation, dry flood proofing, and wet flood proofing. 						
1.3.1	Obtain information for structures in the areas with the highest relative vulnerability to determine the best property protection methods. The information to be obtained includes: <ul style="list-style-type: none"> • Lowest-floor elevation • Number of stories • Presence of a basement • Market and/or replacement value 						



Existing Mitigation Action		Status					Review Comments
		No Progress/Unknown	In Progress/Not Yet Complete	Continuous	Completed	Discontinued	
1.3.2	Obtain information for all remaining structures in the special flood hazard area (SFHA) to determine the best property protection methods to promote with individual property owners. Techniques for gathering information over time should include developing and implementing a program for integrated information “capture” at key points in normal township administrative procedures, including applications for building permits at township/borough offices.						
1.3.3	Apply to PEMA for funding to undertake detailed flood studies for county’s high-hazard areas to determine base flood elevation (BFE) and a full range of flood-recurrence intervals (50%, 20%, 10%, 4%, 2% and 1% chance events) for use in future refinements of the mitigation plan.						
1.4.1	Engage or collaborate with municipalities to identify repetitive flood properties that do not qualify as a severe repetitive or repetitive loss properties.						
1.4.2	Elevate structures to above the base flood elevation.						
1.4.3	Encourage regular maintenance on stormwater management structures (culverts, drainage ditches, etc.) and replace any stormwater management structures as needed.						
1.4.4	Raise roadways that routinely flood to above the base flood elevation.						
1.4.5	Upgrade and replace manholes to prevent the release of sewage during a flood.						
1.5.1	Encourage participation of all municipalities in the National Flood Insurance Program (NFIP).						

Existing Mitigation Action		Status					Review Comments
		No Progress/Unknown	In Progress/Not Yet Complete	Continuous	Completed	Discontinued	
2.1.1	Identify at risk populations with the highest relative vulnerability to all hazards impacting Somerset County						
2.1.2	Conduct qualitative evaluation process for managing stranded travelers (e.g., temporary shelters).						
2.2.1	Complete a new digitized parcel project and develop a GIS data layer that would be used to assist with damage assessment and estimation of loss during mitigation efforts.						
2.3.1	Retrofit manufactured homes with anchors or tie-down straps.						
2.4.1	Obtain detailed topographic and planimetric surveys for areas along interstate highways in Somerset County identified as crossing points for tributaries that feed drinking water reservoir(s). Follow-up efforts would include preliminary engineering studies to determine earth-work and/or other diversions needed to prevent hazardous material spills in these areas from contaminating drinking water supplies.						
2.5.1	Maintain the county's commodity flow study to identify those roadways most travelled by vehicles transporting hazardous materials.						
2.5.2	Perform studies on roadways used to transport hazardous materials to ensure that they are adequate for this purpose.						
2.6.1	Work with Southwestern Regional Counterterrorism Task Force (PA Region 13) to plan and prepare for terrorist activities and all hazards, including training and exercises.						

Existing Mitigation Action		Status					Review Comments
		No Progress/Unknown	In Progress/Not Yet Complete	Continuous	Completed	Discontinued	
3.1.1	Ensure that land use, zoning, and related regulations require an adequate setback of structures from the edge of wild lands.						
3.1.2	Distribute and promote the inclusion of vulnerability analysis information as part of the periodic plan review to all at the public/private levels.						
3.1.3	Present cost/benefit analysis to townships/boroughs that do not have comprehensive plans and/or zoning/land use ordinances.						
3.1.4	Integrate evaluation of snow removal and emergency access logistics with new development planning.						
3.2.1	Enforce building codes include the use of roofing shingles that are less likely to be blown off of roofs.						
3.2.2	Enforce building codes include the use of fire-resistant materials for structures near wild lands.						
3.2.3	Enhance building codes at the municipal level.						
3.2.4	Create an ordinance requiring all buildings to have a fire break free of brush or trees of at least 100 feet around them in rural areas.						
3.3.1	Provide updated training to municipal building inspectors.						
3.3.2	Work with township/borough officials to increase awareness among mobile homeowners (i.e., informational mailings, workshops) about requirements for proper anchoring for wind protection.						
4.1.1	Continue to distribute quarterly newsletter to members of the public on current EMA projects hazard mitigation efforts.						

Existing Mitigation Action		Status					Review Comments
		No Progress/ Unknown	In Progress/ Not Yet Complete	Continuous	Completed	Discontinued	
4.1.2	Educate residents to follow recommendations made by healthcare professionals to protect themselves from current risks.						
4.1.3	Identify and publicize easily prevent-ed reasons for emergencies (e.g., careless smoking resulting in fires).						
4.2.1	Convene regular meetings of the LPT to discuss issues and progress related to the implementation of the hazard mitigation plan.						
4.3.1	Renew and expand commitments to hazard mitigation planning among partner organizations through the local planning team.						
5.1.1	The LEPC should work with SARA facility owners and operators to ensure compliance with the emergency off-site response plan.						
5.1.2	Increase awareness by residents of actions to take during an emergency, including sheltering and evacuation procedures. Methods to be used can include public outreach and education.						
5.1.3	Continue to collaborate with local law enforcement and authorities to promote public awareness of the prevention, intervention, and treatment of drug abuse.						
5.1.4	Collaborate with partnering agencies to promote awareness of invasive species (i.e. spotted lantern fly).						
5.2.1	Identify and maintain lists of functional needs populations requiring additional emergency response.						
5.2.2	Evaluate means to enhance response capability for functional needs residents.						

Existing Mitigation Action		Status					Review Comments
		No Progress/ Unknown	In Progress/ Not Yet Complete	Continuous	Completed	Discontinued	
5.2.3	Continue to actively engage with the first responder community through outreach to enhance and secure our local level emergency service capabilities.						
5.3.1	Maintain county and municipal emergency operations plans in accordance with Title 35 requirements.						
5.3.2	Encourage organizations responsible for critical infrastructure to maintain current Continuity of Operations (COOP) plans.						
5.3.3	Ensure that a current emergency plan is in place for each facility that uses, manufactures, or stores hazardous materials.						
5.3.4	Conduct post-disaster community recovery planning.						
5.3.5	Maintain debris management plan.						
5.3.6	Enhance the public safety agency personnel and equipment update system to allow input of data from first responders and public works.						
6.1.1	Investigate options for protecting critical infrastructure impacted by all-hazards.						
6.1.2	Conduct cost-benefit analysis of protection of critical infrastructure.						
6.1.3	Conduct qualitative evaluation process for critical facilities and residents to determine relative vulnerability and gather information for subsequent refinements of this mitigation plan.						
6.1.4	Develop action plan for reducing potential damage and loss of function at identified critical facilities and infrastructure.						
6.2.1	Amend development regulations to require below ground power and telephone transmission lines and bury lines already in existence.						

Existing Mitigation Action		Status					Review Comments
		No Progress/Unknown	In Progress/Not Yet Complete	Continuous	Completed	Discontinued	
6.3.1	Review, update, and exercise high hazard dam plans.						
6.3.2	Further examine inundation areas and how to better-inform and protect vulnerable populations.						

Notes:

* The letters associated with the initiative number indicate the lead agency (i.e., Somerset County or municipality).

** Does this mitigation initiative reduce the effects of hazards on new and/or existing buildings and/or infrastructure? Not applicable (N/A) is inserted if this does not apply.

CAFO = Consolidated Animal Feeding Operation

CART = County Animal Response Team

CEO = Code Enforcement Officer

Depts. = Departments

DPW = Department of Public Works

EMA = Emergency Management Agency

EMC = Emergency Management Coordinator

EMS = Emergency Medical Services

FEMA = Federal Emergency Management Agency

FMA = Flood Mitigation Assistance [grant]

FMP = Flood Mitigation Program

FPA = Floodplain Administrator

Hazmat = Hazardous Materials

HMGP = Hazard Mitigation Grant Program

LEPC = Local Emergency Planning Committee

Med. = Medium

NFIP = National Flood Insurance Program

OIE = World Organisation for Animal Health

PA DCED = Pennsylvania Department of Community and Economic Development

PA DCNR = Pennsylvania Department of Conservation and Natural Resources

PDM = Pre-Disaster Mitigation Program

PEMA = Pennsylvania Emergency Management Agency

PennDOT = Pennsylvania Department of Transportation

PSU = Penn State University

RACP = Redevelopment Assistance Capital Program

TIP = Transportation Improvement Program

USDA = United States Department of Agriculture

USPS = United States Postal Service

Costs:

These rough estimates should be used where actual project costs cannot reasonably be established at this time:

Low = < \$10,000

Medium = \$10,000 to \$100,000

High = > \$100,000

Timeline:

Short Term = 1 to 2 years

Medium Term = 2 to 5 years

Long Term = 5 years or greater



Project Schedule

Phase	Timeframe
Project Management	<ul style="list-style-type: none"> • Project Kickoff Meeting conducted on August 15, 2023 • Monthly status reports • Quarterly progress reports submitted to PEMA • Project Closeout Meeting upon FEMA approval of the HMP
Task 1: Organize Resources	<ul style="list-style-type: none"> • Steering Committee Kickoff Meeting conducted on August 30, 2023 • Planning Team Kickoff Meeting conducted on October 25, 2023 • Website maintained throughout the planning process • Problem identification form developed and deployed within three weeks of the Planning Team Kickoff Meeting • Outreach to jurisdictions and other stakeholders throughout the planning process • Plans and other documents reviewed throughout the planning process
Task 2: Conduct Capability Assessment	<ul style="list-style-type: none"> • Capabilities assessed through February 2024
Task 3: Update the Risk Assessment	<ul style="list-style-type: none"> • Collect data and assess the risk from identified hazards of concern from August 2023 – February 2024 • Public meeting to present risk assessment to Planning Team conducted in mid-February 2024
Task 4: Develop Mitigation Strategy	<ul style="list-style-type: none"> • Goals and objectives updated by the beginning of April 2024 • Mitigation Strategy Workshop conducted in mid-March 2024 • Mitigation actions developed by the middle of May 2024 • Steering Committee Meeting to review the mitigation strategy conducted at the end of May 2024
Task 5: Define Plan Maintenance	<ul style="list-style-type: none"> • Plan Maintenance section updated by mid-May 2024
Task 6: Prepare the Updated HMP Draft	<ul style="list-style-type: none"> • Draft developed by mid-June 2024
Task 7: Review and Finalize the Updated HMP Draft	<ul style="list-style-type: none"> • Draft reviewed with the Steering Committee in early July 2024 • Draft updated based on Steering Committee comments by mid-July 2024 • Public comment period from mid-July to mid-August 2024 • Public Draft Review Meeting conducted in the middle of August 2024 • Draft finalized by early September 2024
Task 8: Submit the Updated HMP Draft for Formal Review	<ul style="list-style-type: none"> • Draft submitted to PEMA in early September 2024 • PEMA Review Period from early to late September 2024 • Draft HMP updated and submitted to FEMA Region III by the beginning of October 2024 • FEMA Review Period from early October to mid-November 2024 • APA granted by mid-December 2024
Task 9: Facilitate Adoption of the Updated HMP	<ul style="list-style-type: none"> • Final HMP provided to the County for adoption by late December 2024 • Facilitate adoption by the County and participating jurisdictions in January 2025



SOMERSET COUNTY 2024 HAZARD MITIGATION PLAN UPDATE
 Planning Team Kickoff Meeting

SIGN-IN

Wednesday, October 25, 2023 | 3:00 - 5:00 p.m.

NAME AND TITLE	AGENCY/ORGANIZATION	E-MAIL ADDRESS	TELEPHONE
Soel D. Lapis EMA DIRECTOR	Somerset County EMA	Landis@co.somerset.pa.us	814-445-1515
Kevin Broadwaters EMA specialist	Somerset County EMA	broadwaterk@pa.us	814 483-6509
Rodney A Zervas Sr	STUYVESANT BORO		814-442-5502
Harvey Wetzel LEMC	ADDISON VFD	hwetzel@ADDISONVFD.ORG	410-215-8970
Gerald Parry LEMC	BERLIN BADTHERES VALLEY NORTHAMPTON	gparry3@verizon.net	814-442-2172
BARRY THOMAS PRES BORO Council	Laurel Highlands Municipal Auth. New Centerville BORO	nblhms@zoominberns.net	814-833-1648
Jared Allison DCNR Ranger	DCNR / Laurel Hill State Park	jarallison@pa.gov	(814) 490-6956
Charlie Hughes PEMA	PEMA	charlehugh@pa.gov	717 886 2438
Alex Potts Penn DOT Somerset Co. Asst. Maint. Manager	Somerset Penn DOT	apotts@pa.gov	(814) 279-8973
District Manager Lenny Lichen	District Somerset Conservation	Len-sc@compia.net	814-289-4259





SOMERSET COUNTY 2024 HAZARD MITIGATION PLAN UPDATE
 Planning Team Kickoff Meeting

SIGN-IN

Wednesday, October 25, 2023 | 3:00 - 5:00 p.m.

NAME AND TITLE	AGENCY/ORGANIZATION	E-MAIL ADDRESS	TELEPHONE
NICHOLAS PAUL PENN.DOT HIGHWAY FOREMAN	Somerset Penn-dot	NIPAU@PA.GOV	84-289-3469
Don Miller Somerset Twp Supervisor	Somerset Twp	townshipdon@gmail.com	814-495-4675
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Tracey Zimmerman, LT	SCI SMR	tzimmerma@sci-smr.com	814-443-8100 ext. 8170
Craig Walthers Supervisor	M. Ford Township	m.ford@municipal@zoominjunction.net	814-442-1193 cell
Richard Ames Operations Manager	CSA	CSA@CambridgeSomersetWater.com	814-532-8851
Craig Mellis-Nicholson	All	Nicholson@Cosomersetpa.us	414-3187 814-442
JONATHAN HOOVER	DLP CONEMOUGH MEYERSDALE	JBHOOPER@Conemough.org	814-970-6923





SOMERSET COUNTY 2024 HAZARD MITIGATION PLAN UPDATE
 Planning Team Kickoff Meeting

SIGN-IN

Wednesday, October 25, 2023 | 3:00 – 5:00 p.m.

NAME AND TITLE	AGENCY/ORGANIZATION	E-MAIL ADDRESS	TELEPHONE
Jim Leed	600/601	joirer@comcast.net	617-2330745
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David F. Reeder	Berlin Brothers, SD	1025 Main St, Berlin	(814) 267 4001
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