



MEETING NOTES

Meeting	Somerset County, Pennsylvania Hazard Mitigation Plan (HMP) Update Steering Committee Kickoff Meeting		
Date	August 30, 2023	Time	10:30 a.m. – 12:10 p.m.
Location	Somerset County Department of Emergency Services, 100 East Union Street, Somerset, PA		
Attendees	Joel D. Landis, Emergency Management Agency (EMA) Director, Somerset County Department of Emergency Services (DES)		
	Kevin Broadwater, EMA Specialist, Somerset County DES		
	Angela Emerick, Administrative Assistant, Somerset County DES		
	Craig Hollis-Nicholson, Somerset County 911		
	Bradley A. Zearfoss, Planning Director, Somerset County Planning Commission		
	Tony Subbio, Project Manager, Tetra Tech		

Discussion Points

This section summarizes each discussion point addressed during the Steering Committee Kickoff Meeting.

Project Scope

Mr. Subbio briefly reviewed the planning process that will be used to update the HMP, as it was described in Tetra Tech’s proposal and contract. Mr. Subbio described that the mitigation strategy will be developed based on the results of the risk assessment and capabilities assessment.

Hazards of Concern

The committee discussed hazards that have impacted the County. Attendees identified the following impacts and issues related to hazards:

- Dam Failure and Levee Failure will be profiled separately.
- A tornado recently impacted the County.
- Hurricanes, Tropical Storms, and Nor’easters will not have their own hazard profile. The impacts of these storms will be captured in the hazard profiles related to flood and wind.
- Radon Exposure will not be profiled. There have been no recorded impacts of radon in Somerset County.
- Cyber Attack will be addressed in the Terrorism hazard profile.
- An Environmental Hazard - Coal Mining hazard profile will be added.



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The hazards of concern 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

Planning Team Members

Mr. Subbio described the role of the Planning Team and the organizations to be represented.

Mr. Subbio stated that the Pennsylvania Emergency Management Agency (PEMA) and Federal Emergency Management Agency (FEMA) Region III have recently begun to require that municipal authorities and special districts (including school districts) be treated as their own jurisdictions similar to municipalities. These include the Cambria Somerset Authority and the Meyersdale Municipal Authority. Authorities and districts will have to meet participation requirements to be eligible to adopt the HMP and potentially receive mitigation funding.

Ms. Emerick manages the Somerset County Community Organizations Active in Disaster (COAD) and will reach out to member organizations.

Attendees discussed additional stakeholders to involve in the planning process, including the conservation district, chambers of commerce, Norfolk-Southern and CSX, the Meyersdale Area Merchants' Association, PEMA Western Area, the Pennsylvania State Police, the Pennsylvania Department of Transportation, the National Park Service, the US Army Corps of Engineers, the US Department of Agriculture, the cooperative extension office, the Pennsylvania Department of Health, the Pennsylvania Department of Corrections, and neighboring counties in Pennsylvania and Maryland.

Public and Stakeholder Outreach

Mr. Subbio described methods of outreach that will be used in the planning process. Tetra Tech will develop a project website to which the County website will link. Somerset County DES maintains a Facebook page. Tetra Tech will develop an online mapping tool (Problem Identification Form) through which stakeholders can identify where and how hazards impact their communities. Tetra Tech will develop a set of information-gathering surveys for stakeholders to complete.



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Project Schedule

Mr. Subbio reviewed the project schedule and key milestones. The risk assessment and capabilities assessment will be complete by February 2024. The mitigation strategy will be developed by May 2024. The draft HMP will be complete in June 2024.

Attendees scheduled the Planning Team Kickoff Meeting for 3:00–5:00 p.m. on October 25, 2023.

Next Steps

- Mr. Zearfoss will discuss the planning effort at the Municipal Summit.
- Ms. Emerick will compile records of emergency incidents.
- Ms. Emerick will compile points of contact for stakeholder organizations.
- Tetra Tech will work with the County to identify and collect GIS data.
- Tetra Tech will provide a request letter for the County to send to FEMA to request National Flood Insurance Program (NFIP) data.
- Tetra Tech will develop the project website.
- Tetra Tech will develop the Problem Identification Form.
- Tetra Tech will develop the stakeholder surveys.
- Tetra Tech and the County will facilitate the Planning Team Kickoff Meeting on October 25, 2023.
- Tetra Tech will continue to profile the hazards of concern.



AGENDA

SOMERSET COUNTY 2024 HAZARD MITIGATION PLAN UPDATE Steering Committee Kickoff Meeting

Wednesday, August 30, 2023 | 10:30 a.m. – 12:00 p.m.

1. Welcome and Introductions

2. Project Scope

- a. Risk Assessment
- b. Capability Assessment
- c. Mitigation Strategy
- d. Draft Development

3. Hazards of Concern

- Dam Failure
- Drought
- Earthquake
- Environmental Hazards – Gas and Liquid Pipelines
- Environmental Hazards – Hazardous Materials Releases
- Flood, Flash Flood, and Ice Jam
- Hailstorm
- Hurricane, Tropical Storms, Nor’easter
- Invasive Species
- Landslide
- Levee Failure
- Opioid Addiction Response
- Pandemic and Infectious Disease
- Radon Exposure
- Subsidence, Sinkholes
- Terrorism
- Tornado, Windstorm
- Transportation Accidents
- Utility Interruption
- Wildfire
- Winter Storm

4. Planning Team Members

- County Departments
- Municipalities
- Sewer and Water Authorities
- Schools and School Districts
- Social service providers
- Watershed Associations
- Dam owners and operators
- Higher Ed
- Healthcare
- Prisons
- Media
- American Red Cross
- Utilities
- Major Businesses
- Railroad
- Region 13
- PA Turnpike Commission
- SAPDC
- Commonwealth Agencies
- Federal Agencies
- Neighboring Counties





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SOMERSET COUNTY 2024 HAZARD MITIGATION PLAN UPDATE Steering Committee Kickoff Meeting

Wednesday, August 30, 2023 | 10:30 a.m. – 12:00 p.m.

5. Public and Stakeholder Outreach

- a. Project Website
 - b. Problem Identification Form
 - c. Stakeholder Surveys
 - d. Social Media
 - e. Other
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6. Project Schedule

7. Next Steps

- a. Identify points of contact
 - b. Collect GIS data
 - c. Request NFIP data
 - d. Develop the project website
 - e. Develop the Problem Identification Form
 - f. Develop Stakeholder Surveys
 - g. Conduct the Planning Team Kickoff Meeting
 - h. Profile hazards of concern
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8. Questions



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 • Initial Planning Team Meeting conducted in late September 2023 • Website maintained throughout the planning process • Problem identification form developed and deployed within three weeks of the Steering Committee 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
Steering Committee Kickoff Meeting

SIGN-IN

Wednesday, August 30, 2023 | 10:30 a.m. – 12:00 p.m.

NAME AND TITLE	AGENCY/ORGANIZATION	E-MAIL ADDRESS	TELEPHONE
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