

PLANNING CHRONLOGY

Umatilla County Hazard Mitigation Plan Planning Process Chronology

Chronology

2003

- 10/01** J.R. Cook 20% time to HMP.
- November** Staff solicits volunteers for HMP Steering Committee.
- 11/13** Steering Committee appointed by the Board of Commissioners.
- December** Staff begins conducting research for the community hazard event profiles of the HMP.
- 12/08** HPM staff meets with HMP Steering Committee for the instruction to the HPM planning process.

Meeting Products

- (1) Hazard identification
- (2) Review of the draft timeline (Question raised regarding FEMA approval of the draft timeline)
- (3) Review of the planning process (e.g. OEM and FEMA requirements)
- (4) Additional contacts added to steering committee/Stakeholder list
- (5) General discussion regarding the next steps for the planning process

2004

- January** Continuing research for the community and hazard events profiles.
- 1/5** Umatilla County Critical Groundwater Task Force (Task Force) appointed by the Umatilla County Board of Commissioners to address significant ground and surface water problems in Umatilla County. J.R. assigned to provide technical assistance to Task Force.
- 01/06** Information letter sent to incorporated cities to begin the multi-jurisdiction planning process.
- 01/14** Public workshop and information meeting held for incorporated cities and interested parties.

Attending Parties:

- The city of Stanfield
- The city of Milton Freewater

- The City of Pendleton
- The City of Athena
- Gas Transmission Northwest Corp
- The Confederated Tribes of the Umatilla Indian Reservation

- 01/20** HMP Steps 2-4 information sent to HMP Steering Committee. HMP process packet and supplemental information sent to incorporated cities for an introduction before the City Council presentations.
- 1/20-22** Tom and J.R. attend Pre-Disaster Mitigation Workshop (Vulnerability Assessment) at University of Oregon.
- 1/27** First Task Force meeting
- February** Staff continues research for community profile and mapping critical facilities.
- 2/5** Task Force meeting
- 02/10** J.R. gives staff presentation to the City of Adams City Council. They agree to participate, and will provide members for the Advisory Committee when we are prepared to begin City Addendums
- 02/19** President Bush declares a major disaster in Oregon due to \$16 million in estimated damages from the winter storms. Umatilla County is included in the Presidential disaster declaration.
- March** Community profile and vulnerability assessment research. City meetings to discuss multi-jurisdictional capabilities of HMP.
- 03/02** Tom meets with Pilot Rock City Council to discuss participation in the HMP, and solicit members for an HMP Advisory Committee once City Addendum planning begins.
- 3/4** Task Force meeting
- 03/08** HMP staff meets with HMP Steering Committee to discuss steps 2 through 4 of the HMP evaluation process.

Meeting Products:

- Maps received from ODF and USFS depicting fire history and location.
- Map received from NOAA depicting severe storm history and location.
- Mission Statement formulated.

- Questions received regarding process, action item formulation and status of existing resources.
- Commenced discussion regarding plan goals.

Steering Committee advises staff to complete public process and draft plan prior to next meeting.

- 03/21** J.R. meets with Helix City Council to discuss participation in the HMP, and solicit members for the HMP Advisory Committee for City Addendum.
- 03/12** Tom meets with FEMA and OEM to discuss a proposed Region 5 Memorandum of Understanding (5 county regional HMP) for eastern Oregon, and November deadline for HMP submittal.
- Tom meets with Athena City Council to discuss participation in the HMP, and solicit members for the HMP Advisory Committee.
- 03/16** Tom meets with the Stanfield City Council to discuss participation in the HMP, and solicit members for an HMP Advisory Committee.
- 03/18** J.R. meets with the Echo City Council to discuss participation in the HMP, and solicit members for the HMP Advisory Committee.
- April** Staff developing a revised plan to meet the HMP requirements, as well as apply for funding to complete the vulnerability assessment and action item formulation with justifiable projects that have a good chance of receiving federal funding.
- 4/1** Task Force meeting
- 04/21** Staff meets with department heads to discuss intended direction of the HMP.
- 5/6** Task Force meeting
- 5/12** Work begins on development of a Community Wildfire Protection Plan (CWPP) for the forested lands of Umatilla County. Two Umatilla County Emergency Management staff were appointed to the steering committee, Ray Denny, Acting Emergency Manager is a land owner in one of the forested areas (Weston Mountain), he represented Land Owners and Tom Groat, Emergency Operations Supervisor represented Emergency Management. There were 12 committee meeting, the last one in April of 2005. Decided by HMP planning staff that HMP would wait until CWPPs are completed.

- 5/13 J.R. attends flood plain management workshop and gathers information regarding the Community Rating System.
- 5/14 Region 5 MOU meeting in The Dalles to discuss HMP Region 5 grant funding.
- 5/17 Steering Committee meeting. Staff receives guidance on how to pursue Region 5 planning funds and to continue planning process but defer future Steering Committee meetings.
- 5/21 OEM issues written response to the May 10 referenced memo
- 5/26 CWPP Steering Committee meeting
- 6/6 Task Force meeting
- 6/17 City Natural Hazard Mapping workshop held. Representatives from the cities of Pendleton, Pilot Rock, Adams, Athena, Helix attend a mapping workshop at the Umatilla County Emergency Operations Center. Technical experts from the US Army Corps of Engineers-Portland Division office and Umatilla National Forest provided assistance.
- 6/23 City of Umatilla Natural Hazard Mapping workshop is held at Umatilla City Hall. Tom Groat provides HMP guidance
- 6/24 Cities of Echo and Stanfield hold mapping workshops at their respective City Halls. Tom Groat gives HMP guidance
- 6/25 Staff completes introduction, community and hazard profile, and existing asset and program portions of the plan. Draft submitted to Steering Committee and Advisory Committee.
- 7/1 Task Force meeting
- 7/14 CWPP committee tours the Mill Creek Watershed. The shed provides 80% of the city of Walla Walla's drinking water.
- 9/2 Task Force meeting
- 10/7 Task Force meeting
- 11/3 Task Force meeting
- 11/17-30 A series of public meetings were held on the CWPP. The community meetings were held at the Mecham Fire Station, Meadwood Springs Speech Camp (Weston Mountain), Ukiah Senior Center, Pilot Rock

Community Center and Confederated Tribes of the Umatilla Indian Reservation Fire Station. A total of 34 citizens attended the meetings.

- 12/2 Task Force meeting
- 12/9 CWPP Steering Committee meeting
- 2005
- 1/6 Task Force meeting
- 2/3 Task Force meeting
- 2/9 CWPP Steering Committee meeting
- 2/24 CWPP Steering Committee meeting
- 2/24 Umatilla County Board of Commissioners adopt an exempt well resolution drafted by the Task Force. The purpose of the resolution is to allow development of exempt domestic wells until more proof addresses the impact to the shallow and deep aquifers.
- 3/3 Task Force meeting
- 3/4 Umatilla County joins Gilliam, Hood River, Morrow, Sherman and Wasco counties forming Oregon Natural Hazard Region 5. The purpose of this collaborative partnership is to support an Oregon Partners for Disaster Resistance and Resilience application for a grant to fund Natural Hazard Mitigation planning in the counties in Region 5. Umatilla County joins to complete city addendums to Multi-Jurisdictional Plan
- 3/28 CWPP Steering Committee Meeting
- 4/7 Task Force meeting, J.R. promoted to lead staff/coordinator of Task Force planning and liaison activities
- 5/5 Task Force meeting
- 6/2 Task Force meeting
- 7/7 Task Force meeting
- 7/12 Final Blue Mountain CWPP received by Umatilla County
- 9/1 Task Force meeting

- 9/26 Inter Governmental Agreement between Umatilla County and Oregon Emergency Management for Pre-Disaster Natural Hazards Mitigation Grant signed.
- 10/5 Task Force "2050 Plan – Statement of Goals and Principles" document adopted by the Umatilla County Board of Commissioners. Document lays out the framework for the goals of a long term water management plan.
- 10/6 Task Force meeting
- 10/12-13 Region 5 Natural Hazards Mitigation planning project kick off meeting. The Dalles, Oregon.
- 10/18 IGA between Umatilla County and University of Oregon/Oregon Natural Hazards Working Group signed. Agreed to use PDM grant funds to complete city addendums
- 10/27 Dennis Olson hired as temporary employee to develop Pre-Disaster Natural Hazard Mitigation plans for the cities in Umatilla County. Mr. Olson begins to work with cities to complete addendums to Umatilla County HMP.
- 11/6 Task Force meeting
- 12/1 Farm Fair discussion on water quantity and quality problems in Umatilla County. Overview given to public by Task Force of the water planning process
- 2006
- 1/11 County mails out Stakeholder questionnaire
- 1/17 Coordination meeting between EM staff and Dennis Olson regarding the Region 5 NHMP grant
- 1/18 Umatilla County officially begins the implementation process for Oregon Senate Bill 360. Oregon Senate Bill 360 requires landowners within areas meeting specific wildland/urban interface criteria to complete fire free buffering and other construction standards or face possible liability for fire suppression efforts.
- J.R. provides technical assistance to SB 360 committee with maps and land use law guidance. Staff puts HMP on hold to be completed after Senate Bill 360 is implemented.

2/2	Task Force meeting
2/8	Final Mill Creek CWPP received by Umatilla County
2/9	SB 360 meeting
3/2	Task Force meeting
3/28	Staff attends SB 360 tour of wildland/urban interface areas within Umatilla County
4/6	Task Force meeting
4/14	SB 360 meeting
5/8	SB 360 meeting
6/1	Task Force meeting
6/6	SB 360 meeting
7/6	Task Force meeting
7/20	SB 360 meeting
8/3	Task Force meeting
8/4	SB 360 meeting
9/7	Task Force meeting
10/5	Task Force meeting
10/16-19	Public workshops outlining SB 360 implementation areas and criteria for compliance
November	SB 360 formally implemented via recording of the designated areas in the Office of Umatilla County Records
11/6	Task Force meeting. "Four Steps to Water Sustainability" concepts approved by Task Force, incorporated into HMP
11/29	Task Force outreach to promote water concepts strategies begins at Farm Fair

- 12/21 Staff completes final draft of Umatilla County Pre-Disaster Mitigation Plan
- 12/28 Staff sends final draft to UCEM and ONHW for review
- 2007
- 1/23 Staff conducts final Steering Committee meeting prior to sending final HMP to OEM and FEMA

PARTICIPATION TABLE

COPY

HAZARD MITIGATION PLAN PARTICIPATION TABLE

STAFF				
Name	Agency	Address	Phone	E-Mail
Tom Groat	Umatilla County Emergency Management	4700 NW Pioneer Place, Pendleton, OR 97801	541.966.3708	tom.groat@csepp.net
J.R. Cook	Umatilla County Planning	216 SE 4 th St., Pendleton, OR 97801	541.278.6251	Jrcook@co.umatilla.or.us
STEERING COMMITTEE				
Name	Agency	Address	Phone	E-Mail
Jim Stearns	Hermiston Rural Fire and EMS	330 South 1 st Place, Hermiston, OR 97838	541.567.8822	Jstearns@hermiston.or.us
John Buckman	Oregon Department of Forestry	1055 Airport Road, Pendleton, OR 97801	541.276.3491	Jbuckman@odf.state.or.us
Les Miller	U.S. Army Corps. Of Engineers	P.O. Box 2946, Portland, OR 97208-2946	503.808.4400	d.les.miller@usace.army.mil
John Standley	Public Member	134 NE Elm, Pilot Rock, OR 97868	541.443.2700	Johnstandley@centurytel.com
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John Robertson	Umatilla National Forest	2517 SW Hailey, Pendleton, OR 97801	541.278.3727	Jwrobertson@fs.fed.us
Tom Straughan	Oregon Department of Agriculture	1 SW Nye, Suite B, Pendleton, OR 97801	542.278.6721	Tstraugh@oda.state.or.us
STAKE HOLDERS				
Name	Agency	Address	Phone	E-Mail
	State Building Codes	700 SE Emigrant, Suite 360, Pendleton, OR 97801	541.276.7814	
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Dennis Segrist	Oregon Emergency Management		503.378.2911 (ext. 22247)	
	County Sheriffs Department			

Gary Burnett	State Health Department (Drinking Water Division)	700 SE Emigrant, Pendleton, OR 97801	541.276.8006	gary.f.burnett@state.or.us
Tim Bailey	Oregon Department of Fish and Wildlife	73471 Mytunger Lane, Pendleton, OR 97801	541.276.2344	Umatfish@oregontrail.net
Tom Straughn	Natural Resource Conservation Service	See Steering Committee		
Jack Davis	Confederated Tribes of the Umatilla Indian Reservation	P.O. Box 638, Pendleton, OR 97801	541.276.3099	JackDavis@ctuir.com
Bruce G. Lumper	Department of Environmental Quality	400 E. Scenic Drive, Suite 307, The Dalles, OR 97058	541.298.7255 (ext. 40)	Lumper.bruce@deq.state.or.us
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Kevin Herkamp	Division of State Lands	20300 Empire Ave, Bend, OR 97701	541.388.6033	Kevin.herkamp@dsl.state.or.us
Jon Jinings	Department of Land Conservation and Development	20300 Empire Ave, Suite B-1, Bend, OR 97701	541.388.6424	jon.jinings@state.or.us
	State Historic Preservation Office			
	Oregon Office of Energy	625 Marion St., Salem, OR 97301-3742	503.373.1034	
Randy Mills	OSU Extension Service	721 SE 3 rd , Suite 3, Pendleton, OR 97801	541.278.5403	
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	Bureau of Land Management	3165 10 th St., Baker City, OR 97814		
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Hal Phillips	Umatilla County Public Works Department	3920 Westgate, Pendleton, OR 97801	541.278.5424	
	Union Pacific Railroad			
	American Red Cross			
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Mark Ferns	Department of Geology and Mineral Industries	1831 1 st Ave., Baker City, OR 97814	541.523.3133	Mark.Ferns@state.or.us
Karl Niederwerfer	Columbia-Blue Mountain Resource Services & Development	17 SW Frazer, Pendleton, OR 97801	541.278.6113	Karl.Niederwerfer@or.usda.gov
Don Jackson	East Umatilla County Fire District	P.O. Box 206, Weston, OR 97886	541.566.2311	
Merle Gehrke	Echo Fire District	34718 Highway 320, Echo, OR 97826	541.376.8550	
Virgil Brooks	Helix Fire District	P.O. Box 442, Helix, OR 97835	541.457.2911	
Jim Stearns	Hermiston Rural Fire District	See Steering Committee		
Rollin Reynolds	Meacham Volunteer Fire District	P.O. Box 95, Meacham, OR 97859	541.983.2588	
Rick Saager	Milton-Freewater Rural Fire Department	P.O. Box 356, M-F, OR 97862	541.938.7146	
	Pendleton Fire District, et al	911 SW Court, Pendleton, OR 97801		
Jim Whelan	Stanfield Rural Fire District	P.O. Box 176, Stanfield, OR 97875	541.449.1123	
Mike Roxbury	Umatilla Fire District	P.O. Box 456, Umatilla, OR 97882	541.922.3718	
Rob Burnside	Tribal Fire Department	P.O. Box 638, Pendleton, OR 97801	541.276.2126	
Carolyn Gerberding	McKay Dam Fire District	P.O. Box 1633, Pendleton, OR 97801	541.276.6570	
Brent Fife	Lower McKay Creek Fire District	P.O. Box 1579, Pendleton, OR 97801	541.276.3521	
Brent Fife	Riverside Fire District	P.O. Box 1579, Pendleton, OR 97801	541.276.3521	
Leslie Cain	Reith Water Supply District	73755 Hill Street, Pendleton, OR 97801		
Chuck Wilcox	Hermiston Irrigation District	366 E. Hurlburt Ave, Hermiston, OR 97838	541.567.3024	
Mike Wick	Westland Irrigation District	P.O. Box 944, Hermiston, OR 97838	541.667.2030	

	Stanfield Irrigation District	P.O. Box 416, Stanfield, OR 97838	541.449.3272	
Bev Bridgewater	West Extension Irrigation District	P.O. Box 100, Irrigon, OR 97844	541.922.3814	
	Hudson Bay Improvement District	P.O. Box 110, Milton-Freewater, OR 97862		
Terry Warhol	Marion Jack ditch Company	71498 SW Lake Drive, Pendleton, OR 97801		
	Birch Creek Water Control	P.O. Box 143, Pilot Rock, OR 97868		
Frank Mueller	Umatilla River Water Control District #2	P.O. Box 27, Hermiston, OR 97838		
Jeff Spike	Allen Ditch Company	P.O. Box 8, Echo, OR 97826		
Dick Snow	Wilson Ditch Company	33263 Oregon Trail Road, Echo, OR 97826		
Brent Stevenson	Walla Walla River Irrigation, et al.	605 Lamb Street, M-F, OR 97862		
Tyler Hansell	County Line Water Improvement District	75858 Colonel Jordan Road, Herm., OR 97838		
Patsy Taylor	Dillon Irrigation District	P.O. Box 398, Echo, OR 97826		
Richard Correa	Pioneer Ditch Company	32581 Correa Lane, Stanfield, OR 97875		
Chester Prior	Teel Irrigation District	32327 Oregon Trail Road, Echo, OR 97826		
Willard Mathis	Brownell Ditch Company	74807 Washington Lane, Irrigon, OR 97844		
Wendell Lampkin	Courtney Irrigation District	76502 Echo Meadows Road, Echo, OR 97826		
Wayne Swearingen	Lower Mckay Creek Water Control District	4200 SW Broadlane Ave. Pendleton, OR 97801		
Brent Fife	Riverside-Mission Water	1554 SW 44 th Street, Pendleton, OR 97801		
	Westland Estates Water Company	A205 NE 4 th St., Hermiston, OR 97838		

Ray Denny	Umatilla County Soil & Water Conservation District	1 S.W. Nye, Suite B, Pendleton, OR 97801	541.276.8170	Ray-denny@or.nacdnnet.org
Karen Leindecker	OR Watershed Enhancement Board	1090 Island Ave, La Grande, OR 97850	541.963.9076	Kleinde@snake.eou.edu
Brian Wolcott	Walla Walla Watershed Council	P.O. Box 68, M-F, OR 97862	541.938.7086	Brian.wolcott@wwbwc.org
Tracy Bosen	Umatilla Basin Watershed Council	216 S.E. 4 th St., Pendleton, OR 97801	541.276.2190	Tbosen@oregontrail.net
Carla McLane	Morrow Co. Planning	P.O. Box 40, Irrigon OR 97844	541.922.6480	Cmclane@co.morrow.or.us
Leslie Cain	Rieth Water Control District	73755 Hill Street, Pendleton, OR 97801		
PARTICIPATING CITIES				
Name	Agency	Address	Phone	E-Mail
Gilberta Lieuallen	City of Adams (City Recorder)	P.O. Box 20, Adams, OR 97810	541.566.9380	
Other Member Patricia Dunn	City of Adams			
	City of Athena (City Administrator)	P.O. Box 686, Athena, OR 97813	541.566.3862	
Ray Miller	Athena Fire Department	P.O. Box 192, Athena, OR 97813	541.566.2112	
	Athena Police Department			
Diane Berry	City of Echo (City Manager)	P.O. Box 9, Echo, OR 97826	541.376.8411	
Other Member Vicki Muller	City of Echo			
	City of Helix (City Recorder)	P.O. Box 323, Helix, OR 97835	541.457.2521	
Other Member Clint Spencer	City of Helix			
	City of Hermiston (Planner)	180 NE 2 nd St., Hermiston, OR 97838	541.567.5521	
	Hermiston Fire Department			
	Hermiston Police Department			
Gina Hartzheim	City of Milton-Freewater (Planner)	P.O. Box 6, M-F, OR 97862	541.938.5531	
Bill Saager	Milton-Freewater Fire Department	P.O. Box 6, M-F, OR 97862	541.938.5531	
	Milton-Freewater Police Department			

Richard Ullian, Retired	City of Pendleton (Planning Director,)	500 SW Dorion Ave, Pendleton, OR 97801	541.966.0204	
	Pendleton Fire Department			
	Pendleton Police Department			
Jackie Carey	City of Pilot Rock (City Administrator)	P.O. Box 130, Pilot Rock, OR 97868	541.443.2811	
Ron Neeley	Pilot Rock Fire Department	P.O. Box 970, Pilot Rock, OR 97868	541.443.5121	
	Pilot Rock Police Department			
Shelley Bonnet	City of Stanfield (City Manager)	P.O. Box 369, Stanfield, OR 97875	541.449.3831	
	Stanfield Fire Department			
	Stanfield Police Department			
Clint Barber	City of Ukiah (Mayor)	P.O. Box 265, Ukiah, OR 97880	541.427.3271	
B.J. Slepiski	Ukiah Fire Department	P.O. Box 126, Ukiah, OR 97880	541.427.3075	
Larry Clucas	City of Umatilla (City Administrator)	P.O. Box 130, Umatilla, OR 97882	541.922.3226	
	Umatilla Police Department			
Denise Sampson	City of Weston (City Clerk)	P.O. Box 579, Weston, OR 97886	541.566.3313	
Other Member	City of Weston			
PARTICIPATING COMPANIES/NON-PROFIT ORGANIZATIONS				
Name	Company	Address	Phone	E-Mail
	Umatilla Electric Co-op	P.O. Box 1148, Hermiston, OR 97838		
	Pacific Power & Light	P.O. Box 220, Pendleton, OR 97801		
Anastasia Babb	Qwest	999 East Elm St., Hermiston, OR 97838		
	Cascade Natural Gas Corp.	P.O. Box 866, Hermiston, OR 97838		
	Williams Gas Corp. (NW Pipeline)	606 South Oregon Ave, Pasco, WA 99301	509.544.9216	

STEERING COMMITTEE AGENDAS

UMATILLA COUNTY HAZARD MITIGATION PLAN

Steering Committee Meeting Agenda Umatilla County Justice Center, Media Room 4700 NW Pioneer Place, Pendleton, Oregon 2:00 P.M., December 8, 2003

2:00

1. Welcome from the Board of Commissioners
2. Introduction of Steering Committee
3. Overview of Plan Requirements and Process

2:30

1. Hazard Identification
2. Hazard Mitigation Goals (Matrix to be provided)
3. Assign responsibilities for hazard events history and profile
4. BREAK

3:15

1. Project Schedule (timeline)
2. Set meeting dates and places
3. General Discussion
4. Adjourn

UMATILLA COUNTY HAZARD MITIGATION PLAN

Steering Committee Meeting Agenda

Umatilla County Justice Center, Media Room

4700 NW Pioneer Place, Pendleton, Oregon

1:30 P.M., March 8, 2004

1:30

1. Introduction of Steering Committee
2. Progress Report from Tom and J.R.
3. Grant Possibilities
4. Mission Statement Formulation

2:30

Vulnerability Assessment (Hazard Identification)

1. Hazard Events Profile and the Vulnerability Assessment
2. Mapping
3. Format
4. BREAK

3:30

Work Products

1. Project Schedule (timeline)
2. Set meeting dates and places for Plan Goal and Action Item Formulation
3. General Discussion
4. Adjourn

UMATILLA COUNTY HAZARD MITIGATION PLAN

Steering Committee Meeting Agenda Umatilla County Justice Center, Media Room 4700 NW Pioneer Place, Pendleton, Oregon 1:30 P.M., May 17, 2004

1:30 Proposed Memorandum of Understanding

1. Overview of May 14, 2004 meeting with FEMA and OEM.
2. Delay on Vulnerability Assessment and Action Item Formulation.
3. Revised timeline.
4. Direction from Steering Committee.

2:15 Draft Format of Umatilla County HMP

1. Distribute Draft Format
2. Comments
3. Areas to be completed.
4. BREAK

3:00 Advisory Committee Update ("Process Update")

1. Proposed direction of work shops
2. Work shop products
3. Feedback and recommendations

3:30 General Discussion

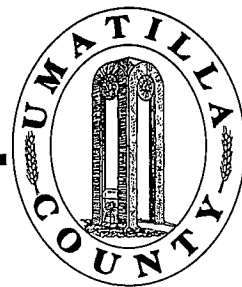
1. Possible Postponement of Steering Committee meetings until grant decision final.
2. Scheduling conflicts.
3. Progress the Steering Committee would like to see before next meeting.

4:00 Adjourn

PUBLIC PARTICIPATION

Umatilla County

Department of Resource Services and Development



Director

Tamra Mabbott

Planning &
Development
Division:

LAND USE
PLANNING
541-278-6252

CODE
ENFORCEMENT
541-278-6300

Emergency
Management
Division:

EMERGENCY
MANAGEMENT
541-966-3700

CHEMICAL
STOCKPILE
EMERGENCY
PREPAREDNESS
PROGRAM

(EPP)
1-567-2084
541-966-3700
1-877-367-2737

County/State
Agency Liaison

OSU EXTENSION
SERVICE
541-278-5403

WATERMASTER
541-278-5456

Jim Beard, CTUIR< Planner

Gina Hartzheim, Milton Freewater City Planner

Richard Ullian, Pendleton City Planner

Gilberta Lieuallen, City of Adams Recorder

Patricia Dunn, City of Athena Administrator

Diane Berry, City of Echo Manager

Vicki Muller, City of Helix Recorder

Clint Spencer, Hermiston City Planner

Jacki Carey, City of Pilot Rock Administrator

Shelley Bonnet, City of Stanfield Manager

Clint Barber, City of Ukiah Mayor

Larry Clucas, City of Umatilla Manager

Denise Sampson, City of Weston Clerk

January 6, 2004

Dear City Officials:

The National Disaster Mitigation Act of 2000 requires all jurisdictions eligible for FEMA mitigation project grants to develop and implement a natural hazard mitigation plan by November of 2004 to remain eligible for the Post Hazard Mitigation Grant program as well as Cost/Benefit ratio mitigation project grants. Adoption of a plan is not mandatory, and does not obligate a jurisdiction to undertake particular actions. Rather, it demonstrates a jurisdiction's commitment to overall public safety.

Umatilla County is in the preliminary stages of developing a Natural Hazard Mitigation Plan with multi-jurisdictional capabilities, for potential co-adoption by each participating jurisdiction. It appears that communities have three options; they can develop their own Natural Hazard Mitigation Plan, adopt the County's plan and amend it to address specific needs or, they can do nothing.

We would like to collaborate with you on the goal of developing a multi-jurisdictional Natural Hazard Mitigation Plan. We will hold an information workshop for cities on January 14, 2004 at 13:30 (1:30) in the Media Room of the Umatilla County Justice Center, 4700 NW Pioneer Place, Pendleton. We hope you, or a representative will be able to attend.

COPY

If you have questions or comments regarding this project call either J.R. Cook, Umatilla County Planner, 541-278-6251 Tom Groat, Emergency Operations Supervisor, 541-966-3708. We look forward to seeing you on the 14th.

Sincerely,

Tom Groat
Operations Supervisor

J.R. Cook
Planner

January 20, 2004

COPY

MEMO

To: Jack Davis, CTUIR Planner
Gina Hartzheim, Milton-Freewater City Planner
Gilberta Lieuallen, City of Adams Recorder
Patricia Dunn, City of Athena Administrator
Diane Berry, City of Echo Manager
Vicki Muller, City of Helix Recorder
Clint Spencer, Hermiston City Planner
Jacki Cary, City of Pilot Rock Administrator
Shelley Bonnet, City of Stanfield Manager
Clint Barber, City of Ukiah Mayor
Larry Clucas, City of Umatilla Manager
Denise Sampson, City of Weston Clerk

From: J.R. Cook, County Planner, Umatilla County
Tom Groat, Assistant Emergency Planner, Umatilla County

CC: Tamra Mabbott, Planning Director, Umatilla County
Meg Capps, Emergency Manager, Umatilla County

RE: Hazard Mitigation Plan (Update and Information for Participating Cities)

Brief Overview

The first Hazard Mitigation Plan (HMP) Steering Committee meetings and city workshop was a great start to what will hopefully become a very useful document in Umatilla County. It was decided from the meetings that the following hazards ("hazard identification") will be the primary focus of the county plan:

- Wildfire
- Flood
- Severe Winter Storm (ice, wind, blizzard, etc.)
- Severe Summer Storm (dust, wind, thunderstorm, etc.)
- Earthquake
- Volcano
- Landslide/debris flow
- Drought

In review of minutes from the meetings, it was clear that the Steering Committee needed a little better direction of responsibilities. Steering Committee members are not obligated to complete an entire section of the HMP that pertains to hazards directly related to their position. However, the Steering Committee is urged to provide the

guidance and material they feel should be mentioned in the text, while guiding staff to stakeholders that could provide technical expertise, information on projects and available resources to enable staff to complete the steps of the HMP. **The three main responsibilities of the Steering Committee are hazard identification, plan guidance, and Goal and Action Item formulation.** So, technically, the steering committee is well under way to accomplishing its responsibilities. The unique advantage of Umatilla County's Steering Committee is the broad range of knowledge that is available from only a few individuals. This will allow the HMP staff to obtain clear direction on each hazard. This will not only save time, but also allow staff to develop a more effective and user friendly product.

As was discussed in the first meetings, Umatilla County is basically working on this plan with a skeleton staff compared to most of the Hazard Mitigation Plans throughout the state. The intention of Umatilla County is not to compile mass amounts of general information and references, but to develop an efficient, straight forward, usable product. The main goal of the plan is to include the necessary information for state and federal adoption, while creating a mechanism for implementation and funding of viable projects proposed by the Steering Committee, Stakeholders, cities and general public.

Work in Progress

Staff is currently working on steps two (involve the community), three (describe your community) and four (identify and characterize the hazards impacting your community) of the "Evaluation Process" manual provided at the Steering Committee meetings. A scope of work for each step is described below (**Note: areas where Steering Committee and participating cities are urged to provide information are included in bold**):

- I. Step Two (Involve the Community)
 - A. Create a participation table of effected individuals and agencies who would be willing and capable of providing insight into past and current mitigation projects/programs, problem areas of vulnerability, hazard history, etc.
 1. **Include companies, agencies, non-profit organizations, etc. who would be willing and capable to provide resources, knowledge, technical support and, in some cases, funding.**
 2. **Include companies that could benefit from mitigation activities including but not limited to insurance agents, wildlife and habitat organizations, realtors, etc.**
 3. **Obtain at least one contact person for each stakeholder group.**
 4. Create a listserv for more efficient electronic correspondence.
 - B. Create a HMP link from the Umatilla County Emergency Management website.
 1. Include an explanation of the plan, and a questionnaire to promote involvement.

2. Include an electronic copy of the action item matrix for reference.
 - C. Work with cities to conduct a minimum of two public workshops to develop potential action items for the plan.
 - D. Hold a "cities meeting" on the January 14th to provide information to enable cities w/in the county to co-adopt the plan.
- II. Step Three (Describe Your Community and How Mitigation Is Currently Addressed)
- A. Create a community profile
1. **Document and describe the major events and frequency of each identified hazard.**
 - a. **For common hazard events (e.g. flooding, wildfire, winter storm) a time frame (5-10 years) established by the Steering Committee to develop a pattern could be used to save time. It was discussed at the meetings that the time frame and major events would be sufficient.**
 2. **Document past and present mitigation activities (berms, wetlands, fuel reduction, etc.), projects (Fuel load study), and public outreach and education programs in Umatilla County.**
 3. Compile data from existing sources to describe climate, topography, population, trends, economy, etc.
 4. Consolidate the Comprehensive Plan, Technical Report, applicable state codes currently used by Umatilla County to mitigate hazards.
- III. Step Four (Identify and Characterize the Hazards Impacting the Community)
- A. Phase 1 (Hazard Identification).
1. The hazards have already been identified.
 2. Work with Umatilla County Cartographers to map the location of areas endangered by each identified hazard.
 - a. If this work cannot be completed within the 1-year time frame of the project, it can be included as a multi-hazard action item to be completed w/in the next year.
 - b. Including projects as action items enables the County to possibly qualify for funding of the project.
- B. Phase 2 (Vulnerability Assessment). A vulnerability assessment examines the population, land use, and the value of property that lies within hazard areas.
1. **Work with County Assessors and Emergency Management to assess the ownership, type, value, and location of structures and other development within impact areas of potential hazards.**
 2. **Research archives and disaster declarations to document loss from past hazard events.**

3. **Work with agencies to analyze protection measures (mitigation) in effect or under construction in these hazard areas.**
4. Work with public works departments and public/private companies to analyze location, dependence, protection and value of infrastructure in potential hazard areas.
5. Consolidate resources to identify key hazard prone areas, and areas most vulnerable and unprotected from natural hazards.

C. Phase 3 (Risk Analysis). "What would happen if a natural hazard event occurred in our community."

1. Consider key hazard prone areas, needing protection.
2. This phase will be ongoing after adoption of the HMP due to the fact that Umatilla County does not have the resources available to conduct risk analysis for each hazard area in one year.
3. Potential hazard areas where public workshops, and Steering Committee and stakeholder information have identified viable and feasible projects will be given first priority for risk analysis. Other projects and areas will be included as action items.

References Provided

A number of references will be electronically included with this memo for Steering Committee and participating city review. These references will also allow the Steering Committee and participating cities to include the hazard events they feel should be mentioned in the text of the HMP.

These references include:

- Preliminary Participation Table (For Steering Committee, staff, and City use only).
- Grant Matrix
- Action Item Matrix (to document past/current action items, as well as get the ball rolling as far as developing goals and future action items).
- Stakeholder Questionnaire

All of these documents are electronically provided to participating members to enable them to make changes and additions electronically to submit back to staff via e-mail. This will cut down on time, as well save us all money!

March Meeting

The March Meeting will focus on Steps five (define plan goals) and six (develop solutions) of the "Evaluation Process" manuals provided. Staff will hopefully have well documented information on hazard events and potential hazard prone areas for focus on future action items.

Please do not hesitate to call should you have questions regarding any matter. As was discussed in the first meetings, this is the most intensive portion of the HMP because so much information is being analyzed and submitted in a short period of time. We understand your busy schedules, and hope that this project can generate useful information and resources for tasks your agencies are undertaking.

As was discussed at the workshop for cities, HMP staff will begin the process of presenting the HMP process to City Councils in February. The presentation will provide more in depth information regarding co-adoption requirements for cities.

CITY/SPECIAL DISTRICT

<u>Hazard</u>	<u>Location</u>	<u>History</u> ¹	<u>Vulnerability</u> ²	<u>Maximum</u> <u>Thr</u>

¹ Based on the number of incidents equivalent to a major emergency (High = 4 or more events in last 10 years).

² Based on the percentage of population or property likely to be affected (High = more than 10% of population or property).

³ Based on percentage of population or property that could be affected in worse case incident (High = more than 10% of population or property).

⁴ Based on the likelihood of an occurrence happening within a specified period of time (High = One in 100 years).

MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

City Council Presentations

I. Introduction

A. FEMA Requirements (DMA2K)

1. All jurisdictions must have a natural hazards mitigation plan implemented by November of 2004 to be eligible for post disaster mitigation grant funds, as well as any pre-disaster mitigation grant funds that become available to qualifying projects.
2. Many communities are utilizing pre-disaster and post disaster mitigation grant funds to develop hazard mitigation plans.

B. OEM/DLCD Requirements (Goal 7, etc.)

II. Process (7 Step Process)

A. (Step one) Organize to Prepare the Plan:

1. Select a Steering Committee
2. Identify natural hazards
3. Develop a work plan

B. (Step two) Involve the Community:

1. Public workshops
2. Questionnaires

C. (Step three) Describe Your Community:

1. Community Profile
 - a) Population
 - b) Climate
 - c) Industry, etc.
2. Existing Policies and Requirements
 - a) Building Codes
 - b) Comprehensive Plan, etc.
 - c) Existing hazard mitigation activities

D. (Step four) Identify and characterize the hazards impacting your community:

1. Hazard Identification
2. Vulnerability Assessment
 - a) Asset location within hazard areas (critical facilities, infrastructure, etc.)
3. Risk Analysis
 - a) HAZUS (mathematical models)
 - b) Can be an action item as resources become available.

E. (Step five) Define Plan Goals:

1. See example matrix

F. (Step six) Develop Solutions:

1. See example matrix (action items)
2. STAPLE/E approach

G. (Step Seven) Set the Plan in Motion:

- III. **Umatilla County Requirements: County Wide Hazard Mitigation Plan with an emphasis on co-adoption by incorporated communities.**
- IV. **Umatilla County Tasks**
 - A. Develop a Steering Committee with regional, state, and federal representation.
 - B. Develop an Advisory Committee (Jurisdictional Representation).
 - C. 7 step process for county wide hazard mitigation plan.
- V. **Co-Adopting Jurisdiction Tasks**
 - A. Develop a Steering Committee
 - B. Delegate or elect Advisory Committee members
 - C. 7 step process for jurisdictional hazard mitigation plan
 - 1. Many of the tasks for the 7 step process will be completed with the county wide hazard mitigation plans.
 - 2. Tasks not completed during the county wide hazard mitigation plan would include the community profile, vulnerability assessment, additional action items, and setting the plan in motion.
- VI. **Intended Outcomes**
 - A. Adoption by FEMA, OEM, and DLCD
 - 1. Flood insurance premium reduction under the FEMA community rating system.
 - 2. Eligibility for OEM and FEMA hazard mitigation grants
 - 3. Increased community awareness and resilience
 - 4. Better coordination amongst public service agencies.
- VII. **Contacts**
 - A. Oregon Natural Hazards Workgroup: 541.346.3588,
<http://www.darkwing.uoregon.edu/~onhw>
 - B. Tom Groat: 541.966.3708
 - C. J.R. Cook: 541.278.6251



Economic: *Community economic development staff, civil engineers, building department staff, and the assessor's office can help answer these questions.*

- What are the costs and benefits of this action?
- Do the benefits exceed the costs?
- Are initial, maintenance, and administrative costs taken into account?
- Has funding been secured for the proposed action? If not, what are the potential funding sources (public, non-profit, and private)?
- How will this action affect the fiscal capability of the community?
- What burden will this action place on the tax base or local economy?
- What are the budget and revenue effects of this activity?
- Does the action contribute to other community goals, such as capital improvements or economic development?
- What benefits will the action provide? (This can include dollar amount of damages prevented, number of homes protected, credit under the CRS, potential for funding under the HMGP or the FMA program, etc.)

Environmental: *Watershed councils, environmental groups, land use planners and natural resource managers can help answer these questions.*

- How will the action impact the environment?
- Will the action need environmental regulatory approvals?
- Will it meet local and state regulatory requirements?
- Are endangered or threatened species likely to be affected?

Open Space in Johnson Creek



Source: *Oregon Emergency Management*



Tip 6.2: Taking the STAPLE/E approach¹⁰

STAPLE/E stands for Social, Technical, Administrative, Political, Legal, Economic, and Environmental. The STAPLE/E approach provides a series of questions to help make planning decisions and determine benefits and costs of various mitigation activities.

Social: *Community development staff, local non-profit organizations, or a local planning board can help answer these questions.*

- Is the proposed action socially acceptable to the community?
- Are there equity issues involved that would mean that one segment of the community is treated unfairly?
- Will the action cause social disruption?

Technical: *The city or county public works staff, and building department staff can help answer these questions.*

- Will the proposed action work?
- Will it create more problems than it solves?
- Does it solve a problem or only a symptom?
- Is it the most useful action in light of other community goals?

Administrative: *Elected officials or the city or county administrator, can help answer these questions.*

- Can the community implement the action?
- Is there someone to coordinate and lead the effort?
- Is there sufficient funding, staff, and technical support available?
- Are there ongoing administrative requirements that need to be met?

Political: *Consult the mayor, city council or county planning commission, city or county administrator, and local planning commissions to help answer these questions.*

- Is the action politically acceptable?
- Is there public support both to implement and to maintain the project?

Legal: *Include legal counsel, land use planners, risk managers, and city council or county planning commission members, among others, in this discussion.*

- Is the community authorized to implement the proposed action? Is there a clear legal basis or precedent for this activity?
- Are there legal side effects? Could the activity be construed as a taking?
- Is the proposed action allowed by the comprehensive plan, or must the comprehensive plan be amended to allow the proposed action?
- Will the community be liable for action or lack of action?
- Will the activity be challenged?



Step #7: Set the plan in motion

7.1: Is the information in the mitigation plan presented clearly and is it easy to understand?

The hazard mitigation plan should have a logical layout, and include the background, purpose, and methodology of the planning process. The mitigation plan should also include a table-of-contents and definitions of terms and acronyms.



Tip 7.1: Sample framework for a mitigation plan

- I. History of the hazard(s) (*insert the hazards your plan addresses here*) and losses to the community
- II. Causes and characteristics of the hazard(s) in the community
- III. The effect of community growth and development on the hazard event(s)
- IV. Community hazard assessment
 - a. *Hazard identification* - where is the hazard located?
 - b. *Vulnerability assessment* - how many residents, properties, businesses, etc., are residing in hazard areas?
 - c. *Risk Analysis* - what is the probability that life and property will be impacted by a given natural hazard event, and what is the total amount of loss that may be incurred?
- V. Community problems relating to the hazard event(s)
- VI. Existing mitigation activities that are addressing community problems
- VII. Mitigation action items – activities that will assist in solving the community problems for which no mitigation activities exist.
 - a. Timeline
 - b. Desired outcome
 - c. Estimated budget
 - d. Coordinating and partner organizations
 - e. Potential resources



Information Key

For more information on Hazard Assessment, refer to *Planning for Natural Hazards: Oregon Technical Resource Guide*, or FEMA's *Understanding Your Risks: Identifying Hazards and Estimating Losses*.

7.2: Does the mitigation plan include estimated costs for mitigation activities and potential funding sources?

Local and regional mitigation plans can provide a strong foundation for implementing plan action items by developing activity budgets and identifying potential grant programs, bond measures, or other funding sources. The State Natural Hazards Mitigation Plan specifically requires that state designated "small and impoverished communities" must include a section describing how funds available under this program will be used to maximize benefits to all citizens within the community. Each activity must have one or more funding sources (or other resources) designated for its implementation or a budget explaining how the action items will be financed.

Additionally, each action item should have a timeline that is short-term or long-term. Short-term action items are those activities that can be implemented with existing resources or within the current budget cycle. Long-term action items require external resources and may take up to five years for full implementation.



Tip 7.2: Define the implementing measures of the plan

To ensure implementation of mitigation plan action items, clear procedures for monitoring implementation, reviewing progress, and recommending revisions should be established. A strategy to ensure plan implementation, monitoring, and evaluation is to establish a formal hazard mitigation committee. Members of this committee could be the coordinating organizations of the mitigation plan and members of the planning committee that assisted in developing the plan. The hazard mitigation committee's primary role is to coordinate implementation of plan action items, work with partner organizations, meet activity timelines, and identify and pursue funding for activities.

7.3: Does the mitigation plan include provisions for monitoring, evaluating, and revising the plan?

The plan should include a section describing the established method and schedule of monitoring, evaluating, and updating the mitigation plan at least biennially, but preferably annually.



Tip 7.3: Monitoring and Evaluation

Mitigation plans should be reviewed and amended as appropriate. This can be on a defined periodic basis, when planning laws change, or after disasters. FEMA suggests updates for flood mitigation plans reflect:

- Changes in characteristics of the floodplain or floodway brought about by a flood or other disaster;
- Changes in population, land use, or development;
- Changes in community goals or priorities;
- Unanticipated changes in the floodplain or floodway due to development in the area; and
- Advances in flood mitigation knowledge, strategies, or techniques.

Following these suggestions will assist in meeting FEMA requirements for flood mitigation plans, as well as applying an effective evaluation methodology for the rest of your plan.

7.4: Has the appropriate authority within your community adopted the mitigation plan?

The mitigation plan must be presented to the proper authority for formal adoption. This may require holding public hearings and getting the legislative body and chief executive to adopt the plan. Formal adoption can do the following:

- Demonstrate community commitment to efforts aimed at reducing potential loss from hazard events;
- Prepare the public for what the community can be expected to do before and after a hazard event;
- Ensure continuity of hazard loss reduction efforts over time;
- Ensure eligibility for funding under several federal programs; and
- Result in additional credit under the Community Rating System for action items specifically related to flood mitigation.



Tip 7.4: Who has the authority to adopt a community mitigation plan?

Many state and federal funding programs require formal adoption of mitigation plans. City Councils or County Boards, Planning Commissions, and Planning Boards can adopt a community plan.

Once a community mitigation plan has been formally adopted, the plan can be set in motion. Implementation of action items set forth in the plan document make way for successful hazard mitigation planning.

Associated State and Federal Guidelines

Step 7: Set the plan in motion	State and Federal Guidelines and Requirements Met in Step #7
7.1 Is the information in the mitigation plan presented clearly and is it easy to understand?	Community Rating System Guideline #8, DMA2K #13, and Local Natural Hazards Mitigation Plan Review and Evaluation Checklist
7.2 Does the mitigation plan include estimated costs for mitigation activities and potential funding sources?	Community Rating System Guideline #8, DMA2K #19, and Local Natural Hazards Mitigation Plan Review and Evaluation Checklist
7.3 Does the mitigation plan include provisions for monitoring, evaluating, and revising the plan?	Community Rating System Guideline #10, DMA2K #16, and Local Natural Hazards Mitigation Plan Review and Evaluation Checklist
7.4 Has the appropriate authority within your community adopted the mitigation plan?	Community Rating System Guideline #9, DMA2K #18, and Local Natural Hazards Mitigation Plan Review and Evaluation Checklist

The Community Rating System
 SOURCE: <http://www.fema.gov/nfip/crs.shtm> 11/03/03



*Accord with
having 9
session
on this*

"The National Flood Insurance Program's (NFIP) Community Rating System (CRS) was implemented in 1990 as a program for recognizing and encouraging community floodplain management activities that exceed the minimum NFIP standards. The National Flood Insurance Reform Act of 1994 codified the Community Rating System in the NFIP. Under the CRS, flood insurance premium rates are adjusted to reflect the reduced flood risk resulting from community activities that meet the three goals of the CRS: (1) reduce flood losses; (2) facilitate accurate insurance rating; and (3) promote the awareness of flood insurance.

There are ten CRS classes: class 1 requires the most credit points and gives the largest premium reduction; class 10 receives no premium reduction. The CRS recognizes 18 creditable activities, organized under four categories numbered 300 through 600: Public Information, Mapping and Regulations, Flood Damage Reduction, and Flood Preparedness."

Credit points earned, classification awarded, and premium reductions given for communities in the National Flood Insurance Program Community Rating System.

		Premium Reduction	
Credit Points	Class	SFHA*	Non-SFHA**
4,500+	1	45%	5%
4,000 - 4,499	2	40%	5%
3,500 - 3,999	3	35%	5%
3,000 - 3,499	4	30%	5%
2,500 - 2,999	5	25%	5%
2,000 - 2,499	6	20%	5%
1,500 - 1,999	7	15%	5%
1,000 - 1,499	8	10%	5%
500 - 999	9	5%	5%
0 - 499	10	0	0

*Special Flood Hazard Area

**Preferred Risk Policies are available only in B, C, and X Zones for properties that are shown to have a minimal risk of flood damage. The Preferred Risk Policy does not receive premium rate credits under the CRS because it already has a lower premium than other policies. Although they are in SFHAs, Zones AR and A99 are limited to a 5% discount. Premium reductions are subject to change.

SOURCE: <http://www.fema.gov/nfip/crs.shtm> 11/03/03

*Example

Natural Hazard	Action Item	Coordinating Organization	Partner Organizations	Timeline	Action Item Notes	Plan Goals Addressed						
						Property Protection	Education & Outreach	Preventative	Partnership and Coordination	Structural Projects	Natural Resource Protection	Emergency Services
Short-Term Multi-Hazard #1	Sustain a public awareness campaign about natural hazards.	County and City Emergency Management Agencies	ARC, CERT, RVCOG, SOU, FEMA, SOREDI, Emergency Response Agencies, OEM, Media, Utility & Telecommunications Companies, County Roads & Public Works	ongoing	pg. 3-5	✓	✓	✓	✓			
Short-Term Multi-Hazard #2	Sustain an education and outreach program for local jurisdictions and assist them in developing emergency operations, public information and hazard mitigation plans.	County Emergency Management	City Emergency Management Agencies, MCI Committee, ARC, Emergency Response Agencies, RVCOG, OEM, FEMA	ongoing	pg. 3-6		✓	✓	✓			
Short-Term Multi-Hazard #3	Maintain a GIS inventory of all critical facilities, large employers/public assembly areas and lifelines, and use GIS to evaluate their vulnerability by comparing them with hazard-prone areas.	County GIS	County & City Emergency Management Agencies, County Roads, ODOT, City Public Works, Utility & Telecommunications Companies, Emergency Response Agencies, RVCOG, SOU, ODF, BLM, USFS	ongoing	pg. 3-6		✓	✓				✓
Short-Term Multi-Hazard #4	Promote natural hazards safety education.	School Districts, Facility Safety Personnel	County & City Emergency Mgmt., CERT, SOU, Search & Rescue, Emergency Response, ARC, OEM, LEPC, Association of Safety Engineers, REAL Corps, FEMA, Utility & Telecommunications Companies, Media, RVCOG	ongoing	pg. 3-7		✓		✓			

* Example

Natural Hazard	Action Item	Coordinating Organization	Partner Organizations	Timeline	Action Item Notes	Plan Goals Addressed					
						Property Protection	Education & Outreach	Preventative	Partnership and Coordination	Structural Projects	Natural Resource Protection
	Improve coordination and evaluate technical and engineering limitations for catastrophic event response, and develop a long-term recovery plan for Jackson County from the effects of catastrophic hazards.	County Emergency Management	Klamath County Emergency Management, Regional Search & Rescue, Army National Guard, hospitals, SOU, USGS, DOGAMI, ARC	1-5 years	pg. 3-11				✓		✓
Long-Term Multi-Hazard #9	Continue to coordinate with appropriate agencies, and maintain an inventory of all aggregate operations adjacent to or within the floodplain to ensure operations protect streams.	DOGAMI, County Planning, County Engineering	County GIS, Watershed Councils, DEQ, ODFW, USACE, DSL	ongoing	pg. 4-18			✓	✓		✓
Short-Term Flood #1			Watershed Councils, Cities, RVCOC, OSU Extension Service, USGS, WRD, USACE, BOR, private river gauges	1-2 years	pg. 4-18				✓		
Short-Term Flood #2	Coordinate river gauge information.	NWS (Medford Office)									
Short-Term Flood #3	Maintain an inventory of all permitted dams in Jackson County.	County Emergency Management, Water Master	Watershed Councils, USACE, BOR, WRD	1-2 years	pg. 4-18		✓	✓		✓	
Short-Term Flood #4	Conduct workshops for target audiences on National Flood Insurance Programs, mitigation activities, and potential assistance from FMA and HMGF.	County Planning, County & City Emergency Management Agencies	Watershed Councils, DLCD, OEM, FEMA	ongoing	pg. 4-19	✓	✓	✓	✓		
Long-Term Flood #1	Update the Flood Insurance Rate (FIRM) Maps for Jackson County as funding becomes available.	FEMA, DLCD	County Planning, County GIS	3 to 5 years	pg. 4-19	✓		✓	✓		

Natural Hazard	Action Item	Coordinating Organization	Partner Organizations	Timeline	Action Item Notes	Plan Goals Addressed						
						Property Protection						
						Education & Outreach						
						Preventative						
						Partnership and Coordination						
						Structural Projects						
						Natural Resource Protection						
						Emergency Services						

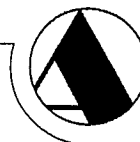
Evaluation Criteria Checklist for Local Natural Hazards Mitigation Plan Review

In conjunction with this evaluation tool, Oregon Emergency Management (OEM) has developed the *Evaluation Criteria Checklist for Local Natural Hazards Mitigation Plan Review*. This serves as a crosswalk between all various state guidelines and federal criteria for natural hazard mitigation plans. This is the tool that OEM uses in evaluating local natural hazard mitigation plans.

This crosswalk was developed using various state and federal guidelines and requirements. Table A-1 illustrates the sources, the acronym used in the crosswalk, and the number of guidelines/requirements listed in the crosswalk.

Table A-1: Crosswalk Sources

Source	Acronym	# of guidelines for mitigation plans
Community Rating System	CRS	10
Disaster Mitigation Act 2000	DMA2K	19
Essential State Criteria (Developed by Oregon Emergency Management)	ESC	14
Preferred State Criteria	PSC	20
American Planning Association	APA	10
Hazard Mitigation Grant Program	HMGP	1
Flood Mitigation Assistance Program	FMA	1



Evaluation Criteria Checklist: Appendix A

This matrix is a crosswalk of the various state guidelines and federal criteria that need to be addressed in local natural hazard mitigation plans. This is the tool that OEM will use in evaluating local mitigation plans from around the state.

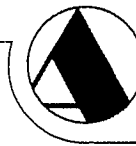
Local Natural Hazard Mitigation Plans: Evaluation Checklist

Step #1: Organize to prepare the plan		Source	Is this in the plan?	Where? Page #
1.1 Does the plan include a description of why your community developed the mitigation plan?				
1.a	Make the decision to plan for post-disaster recovery and reconstruction.	APA #1		
1.b	Communities that have received FMA Program funds must develop flood mitigation plans.			
1.c	Developing a Flood Mitigation plan increases the rating for communities participating in the Community Rating System program.	CRS		
1.d	Communities that have received Hazard Mitigation Grant Program funding. <i>(Mitigations plans are not a requirement of this typed of funding, but may be developed with HMGP funds.)</i>	HMGP		
1.2 Was there a planning committee to oversee development of the mitigation plan?				
1.2.a	A committee that includes the organizations responsible for implementing plan provisions must develop the plan.	ESC #1		
1.2.b	Form a taskforce to develop the plan.	APA #2		
1.2.c	A person has been identified to coordinate local hazard mitigation activities including plan implementation and monitoring.	APA #3, PSC #6		
Step 2: Involve the Community				
2.1 Was the public involved with the planning process?				
2.1.a	The planning process must involve the general public.	ESC #2		
2.1.b	Discussion on how the community will maintain public participation in the planning process.	DMA2K #17		
2.1.c	Stakeholders include: property, land and home owners, and renters exposed to the hazard, representatives of neighborhood organizations, business owners and managers, managers of critical facilities, farmers and other who affect watershed conditions, land developers, real estate agents, lenders, and others who affect the future development of the community.	CRS #2		

Local Natural Hazard Mitigation Plans: An Evaluation Process

Local Natural Hazard Mitigation Plans: Evaluation Checklist

Step 2: Involve the Community (continued)		Source	Is this in the plan?	Where? Page #
2.1.d	The plan has been made available to all stakeholders including the general public by means of public libraries, websites, and other venues.	ESC #12		
2.1.e	Present your findings to the community and get feedback. Develop clear, effective educational materials, and hold public forums to discuss the problem.	APA #5		
2.1.f	Build public consensus around the need to develop and implement a plan.	APA #6		
2.1.g	The committee that developed the plan included members of the public.	PSC #1		
2.2 Did your community involve local, regional, and state agencies and organizations in the planning process?				
2.2.a	Other agencies were contacted at the beginning of the planning process.	CRS 2002		
2.2.b	Neighboring jurisdictions and appropriate regional, state, tribal, and federal agencies participated in the development of the plan.	PSC #2		
2.2.c	The community demonstrates commitment to reducing damages from natural disasters through development of partnerships with businesses, academia, and other private/non-profit interests able to provide financial or technical assistance in support of mitigation goals and priorities.	DMA2K #12		
2.2.d	Agencies and organizations to coordinate with include: FEMA, state natural and water resources departments, emergency and coastal zone management agencies, planning or local government affairs office, regional or metropolitan planning, water, sewer, and sanitary districts, USDA, USACE, NWS, USGS and USFW, American Red Cross, planning commissions, PTAs and churches, environmental advocacy groups, civic organizations, and land trusts.	CRS #3		
2.3 Did your community work with local, state, and regional agencies and organizations to identify mitigation activities and assist with implementation?				
2.3.a	A section on describing any interagency agreements necessary for plan implementation.	DMA2K #14		
2.3.b	Description of how the plan will be implemented and administered by the local government.	DMA2K #15		



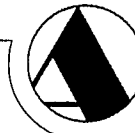
Local Natural Hazard Mitigation Plans: Evaluation Checklist

Step 2: Involve the Community (continued)		Source	Is this in the plan?	Where? Page #
2.3.c	A discussion of how coordination with the state will occur during plan implementation.	DMA2K #15		
2.3.d	Discuss individual positions and agencies/ departments with specific responsibilities in this regard, and identification of potential funding sources.	DMA2K #15		
2.3.e	Was a draft plan sent to other agencies and other organizations for comment during plan development (prior to adoption?).	CRS 2002		
Step 3: Describe your community and how mitigation is currently addressed				
3.1: Do the contents of the mitigation plan provide a profile of your community?				
3.1.a	A general description of development trends within the community and a discussion of actions to mitigate disaster losses in these areas.	DMA2K #13		
3.1.b	What are the future directions of the community? (e.g., population growth, economic and land development, redevelopment, historic preservation, recreation needs, and vacant lands.)	CRS #5		
3.1.c	The plan addresses anticipated changes in the community, which will alter hazard risk such as increased percentage of impervious surfaces, other changes in the watershed, population or demographic changes, etc..	PSC #11		
3.2: Does the plan list policies and requirements that pertain to the hazards addressed in the plan?				
3.2.a	The plan references laws, regulations, ordinances, administrative rules, etc. that establish the legal basis for the mitigation measures being proposed.	PSC #10		
3.2.b	The plan must include information on local hazard management policies, programs, and capabilities to mitigate the hazards addressed by the plan.	ESC #5		
3.3: Does the mitigation plan describe mitigation activities that are currently in place within your community?				
3.3.a	The plan notes significant hazard mitigation activities, projects, tasks, etc. which have been implemented/accomplished in the past, including those which were proposed in any previous version of the plan.	PSC #7		

Local Natural Hazard Mitigation Plans: An Evaluation Process

Local Natural Hazard Mitigation Plans: Evaluation Checklist

Step 3: Describe your community and how mitigation is currently addressed (continued)		Source	Is this in the plan?	Where? Page #
3.3.b	Information on whether the community has had a Building Code Effectiveness Grading Report (BCEGS) performed by the Insurance Services Office, Inc., and, if so, what BCEGS score they received.	DMA2K #8		
Step 4: Identify and characterize the natural hazards impacting your community				
4.1 Did your community identify and map the hazards addressed in your mitigation plan?				
4.1.a	Identify the hazard areas and map the hazard.	CRS #4		
4.1.b	The plan includes a description and evaluation (analysis) of one or more natural hazards.	ESC #3		
4.1.c	The plan includes maps and/or other graphic displays, to delineate hazard areas.	PSC #5		
4.1.d	Document the hazards and risks for your community.	APA #4		
4.1.e	The plan includes a discussion of past hazard events, a description of the various hazard types threatening the community, and maps outlining all hazard areas within the community.	DMA2K #1, #2 & #3		
4.2 Did your community conduct a vulnerability assessment?				
4.2.a	An estimate of the type and number of structures within the community at risk for each hazard type, including residences, businesses, critical facilities (hospitals, fire stations, and storage sites for hazardous materials), and infrastructure (e.g., roads and utilities).	DMA2K #4		
4.2.b	A map and discussion of repetitive flood loss properties and potential mitigation activities for these properties.	DMA2K #5		
4.2.c	The plan includes a summary of potential impacts on residents and the economy and an estimation of potential losses for each hazard type.	DMA2K #6 & #7		
4.2.d	If the plan was developed in response to a Presidential major disaster declaration, it must minimally address the hazard(s) that brought about the declaration.	ESC #4		



Local Natural Hazard Mitigation Plans: Evaluation Checklist

Step 4: Identify and characterize the natural hazards impacting your community (continued)		Source	Is this in the plan?	Where? Page #
4.3 Did your community conduct a risk analysis for the hazards addressed in your mitigation plan?				
4.3.a	The plan addresses the following risks which may be located in the hazard area: people, property, and buildings, critical facilities, roads, bridges, other transportation systems infrastructure, water and sewage treatment plants, utilities, and other infrastructure.	CRS #5		
4.3.b	If the plan was developed in response to a Presidential major disaster declaration, it must include an evaluation of natural hazards in the declared area.	ESC #4		
4.4 Are the major issues and concerns facing your community listed in the plan?				
4.4.a	The plan notes protection measures in effect or under construction, impacts of past disasters, and undeveloped areas and wetlands that provide natural and beneficial functions.	CRS #5		
Step 5: Define Plan Goals				
5.1 Did your community develop plan goals?				
5.1.a	Set goals (vision and consensus).	CRS #6		
5.1.b	A description of local mitigation goals and objectives (should be linked to the state plan) with proposed strategies, programs, and actions to reduce or avoid long term vulnerabilities to the identified hazards.	DMA2K #9		
5.1.c	The plan must include hazard mitigation goals/objectives, which seek to reduce future vulnerability to each hazard covered by the plan.	ESC #6		
Step 6: Develop Solutions				
6.1 Does the plan include action items that support the mitigation plan goals?				
6.1.a	A section that identifies, describes, and prioritizes specific cost effective mitigation projects and actions that will reduce damages from future natural disasters; a discussion of how these actions supports the mitigation goals and priorities of the state and community.	DMA2K #10		
6.1.b	The plan calls for areas that will provide natural and beneficial functions such as parks, wetlands, riparian corridors, natural resource areas, nature preserves, etc..	PSC #16		

Local Natural Hazard Mitigation Plans: An Evaluation Process

Local Natural Hazard Mitigation Plans: Evaluation Checklist

Step 6: Develop Solutions (continued)		Source	Is this in the plan?	Where? Page #
6.1.c	The plan directs implementation or improvement of warning methods as a way of reducing future damage, injury, and loss-of-life.	PSC #17		
6.1.d	The plan identifies and directs mitigation actions with regard to critical facilities such as lifeline utilities, hospitals, fire stations, chemically hazardous areas, etc..	PSC #18		
6.1.e	Preservation or creation of open space is among the measures proposed.	PSC #15		
6.1.f	The elevation, relocation, and/or acquisition of dwellings and/or other buildings are proposed in the plan.	PSC #19 & 20		
6.1.g	The plan includes public outreach projects and/or actions.	PSC #13		
6.1.h	Strategies address: preventative activities, property protection, emergency services measures, structural projects, natural resource protection, public information programs.	CRS #7		
6.1.i	The plan must include proposed strategies, measures, projects, actions, and/or tasks to implement stated hazard mitigation goals/objectives for each hazard.	ESC #7		
6.2 Does the plan identify mitigation activities that are economically, environmentally, and socially feasible?				
6.2.a	For each strategy, decision makers should ask: Is the measure technically appropriate for the hazard? Does it support any of the plan goals and objectives? Do its benefits exceed its costs? Is it affordable? Will it comply with all local, state, and federal regulations? Is it fair to all concerned? Is the project beneficial/neutral/harmful to the environment? How will the hazard area look after project completion?	CRS #7		
6.2.b	Each activity, project, or task must have one or more funding sources (or other resources) designated for its implementation.	ESC #10		
6.3 If the plan addresses flood mitigation, does it include activities that meet National Flood Insurance Program requirements?				
6.3.a	A description of activities to be conducted to ensure compliance with the NFIP including activities designed to reduce the number of NFIP target repetitive loss properties.	DMA2K #11		



Local Natural Hazard Mitigation Plans: Evaluation Checklist

Step 6: Develop Solutions (continued)		Source	Is this in the plan?	Where? Page #
6.4 Does the mitigation plan include action items that address Oregon laws related to natural hazards?				
6.4.a	Where appropriate, building code and/or construction standards are included among the measures, projects, and/or actions proposed.	ESC #14 #14		
6.4.b	Where appropriate, requirements and guidelines set forth in State Land Use Planning Goals are included among the measures, projects, and/or actions proposed in the mitigation plan (e.g., Goal 2: Land Use, Goal 5: Natural Resources, Goal 7: Natural Hazards, Goal 17: Coastal Shorelands, and Goal 18: Beaches and Dunes).	ESC #13		
6.4.c	Develop the plan; prepare plan elements as needed; link the plan to other plans; link the plan to land use regulations.	APA #7		
6.4.d	Where appropriate, the plan calls for the provision of technical assistance to the general public, businesses, and other organizations to assist these stakeholders in reducing their vulnerability to natural hazards.	PSC #14		
6.5 Does the plan identify organizations that will coordinate and implement mitigation activities?				
6.5.a	The plan identifies functions and responsibilities of lead and support organizations, including voluntary and private organizations/groups where appropriate.	PSC #9		
6.5.b	Each activity, project, or task must have one or more organizations identified as being responsible for its implementation (lead and support organizations).	ESC #9 #9		
6.5.c	A discussion of how officials will approach and manage mitigation actions involving the acquisition of private property.	DMA2K #15		
Step 7: Set the Plan in Motion				
7.1 Is the information in the mitigation plan presented clearly and is it easy to understand?				
7.1.a	The plan includes a table-of-contents.	PSC #3		
7.1.b	The plan includes a definition of terms and acronyms.	PSC #4		
7.1.c	A description of how the plan was prepared.	CRS #8		
7.1.d	Describe the hazard assessment, problem assessment, goals and objectives, possible mitigation activities and the action plan.	CRS #8		

Local Natural Hazard Mitigation Plans: An Evaluation Process

Local Natural Hazard Mitigation Plans: Evaluation Checklist

Step 7: Set the Plan in Motion (continued)		Source	Is this in the plan?	Where? Page #
7.1.e	The plan notes strategies, measures, projects, actions, and/or tasks which were considered but not recommended.	PSC #8		
7.2 Does the mitigation plan include estimated costs for mitigation activities, and potential funding sources?				
7.2.a	Recommendations for action and a budget explaining financing for actions.	CRS #8		
7.2.b	State designated "small and impoverished communities" must also include a section describing how funds available under this program will be used to maximize benefits to all citizens within the community.	DMA2K #19		
7.3 Does the mitigation plan include provisions for monitoring, evaluating, and revising the plan?				
7.3.a	The plan must have timelines, target dates, or deadlines, which describe when activities, projects, or tasks are slated for completion.	ESC #8		
7.3.b	The plan includes procedures for monitoring implementation, reviewing progress, updating the mitigation plan, and recommending revisions at least biennially but preferably on an annual basis.	CRS #10, DMA2K #16 and PSC #12		
7.3.c	Implement the plan, set pre-disaster elements in motion; when disaster strikes, be ready to act.	APA #9		
7.3.d	Review and amend plan as appropriate on a periodic basis, when planning laws change, or after disasters.	APA #10		
7.4 Has the appropriate authority within your community adopted the mitigation plan?				
7.4.a	One or more local governing bodies covered by the plan have adopted it.	ESC #11		
7.4.b	Formal adoption of the plan by the community.	DMA#18 & CRS #9		
7.4.c	Present the plan for adoption, hold public hearings, get the legislative body and chief executive to adopt the plan.	APA #8		

