



GRADDify your community...plan today, progress tomorrow

**GREEN RIVER AREA DEVELOPMENT DISTRICT
HAZARD MITIGATION COUNCIL**

Tuesday
October 26, 2010
2:00 p.m.

GRADD Office Building
3860 US Highway 60 West
Owensboro, Kentucky

A-G-E-N-D-A

- I. **CALL TO ORDER** Mr. Charlie Shields
Vice-Chairman

- II. **OLD BUSINESS**
 - A. Approval of Minutes (July 30, 2010, meeting)..... Mr. Charlie Shields

- III. **NEW BUSINESS**
 - A. Review of the GRADD Hazard Mitigation Plan Update Draft Misty Sampson
Local Government Analyst
 - B. Overview of the October East Subcommittee Meeting Mr. Charlie Shields
East Subcommittee Chairman
 - C. Overview of the October West Subcommittee Meeting Mr. Jeremy Moore
West Subcommittee Chairman
 - D. Presentation of the Nominating Committee..... Mr. Walter Atherton
Deputy Director, Daviess County EMA
 - E. Discussion of Council Bylaws Misty Sampson
 - F. Review of the Local Adoption Process.....Pete Conrad
Infrastructure Planner
 - G. Questions/Comments

IV. ADJOURNMENT

Bill Markwell, *Chairman* ✽ Mary Pate, *Vice Chairperson* ✽ Jody Jenkins, *Secretary* ✽ Bill Parrish, *Treasurer* ✽ Jiten Shah, *Executive Director*

Green River Area Development District ✽ 3860 U.S.Highway 60 West ✽ Owensboro, Kentucky 42301-0200
(270) 926-4433 ✽ Fax (270) 684-0714 ✽ www.gradd.com ✽ TDD Users: 1-800-648-6056
Serving the Municipal and County Governments of Daviess ✽ Hancock ✽ Henderson ✽ McLean ✽ Ohio ✽ Union ✽ Webster



An aerial photograph of a tropical island, likely in the Pacific, showing a white sandy beach and turquoise water. The island is surrounded by a deep blue ocean. The text is overlaid on the image.

GRADD Hazard Mitigation Council

October 26, 2010

GRADD Hazard Mitigation Plan Update

- **September 8, 2010:** GRADD staff submitted the GRADD Hazard Mitigation Plan Update to the UK Hazard Mitigation Office for state-level review. The plan update must receive approval from the state before it can move forward to a FEMA-level review.
- **November 19, 2010:** Based on the plan update schedule the state devised, the GRADD Hazard Mitigation Plan Update must be submitted to FEMA no later than November 19. Submitting by this date will allow FEMA the time it needs to review the plan, request changes as necessary, and approve the plan update prior to the expiration of the original plan's approval.
- **January 30, 2010:** The approval of the original GRADD Hazard Mitigation Plan will expire on this date. As long as the updated plan receives approval prior to this date, the region's jurisdictions should not experience any lapses in eligibility for FEMA mitigation grant programs.

GRADD Hazard Mitigation Plan Update

Anatomy of the Plan Update

- **Section 3.1 (Prerequisites) and Section 3.2 (The Planning Process)**
 - **General revisions to the section narratives**
 - **Inclusion of new information based on information reviewed and activities undertaken during the plan update process**
- **Section 3.3 (Risk Assessment)**
 - **General revisions to the section narrative**
 - **Updates to all hazard profiles**
 - **Addition of two new hazards: dam/levee failures and landslides**
 - **Incorporation of new maps for the hazard profiles and vulnerability assessment sections**

GRADD Hazard Mitigation Plan Update

- **Section 3.4 (Mitigation Strategy)**
 - General revisions of the section narrative
 - Modifications to the Goals, Objectives, and Actions
 - Development of new mitigation strategies (project listings) for each jurisdiction
- **Section 3.5 (Plan Maintenance Procedures)**
 - General revisions to the section narrative
 - Development of new requirements for future meetings (the full Council must meet once per year in either April or October)
 - Implementation of quarterly reporting and annual evaluation processes to guide the monitoring and evaluation of the plan

GRADD Hazard Mitigation Plan Update

What Next?

- **Once the GRADD Hazard Mitigation Plan Update receives FEMA approval (which is anticipated in January 2011), the Council will transition into plan maintenance and evaluation mode.**
- **During the first scheduled meeting following FEMA approval (April 2011), the Council will discuss the planning process pursued for the plan update.**
- **FEMA will not require another comprehensive plan update until five years from the date of approval (January 2016). If the Council deems it necessary, the plan can be updated prior to this.**
- **The Council will have scheduled meetings in April and October of every non-update year. If there is not enough Council business to create an agenda, the Council officers can decide to cancel one of these meetings; however, the Council must meet at least once a year.**

GRADD Hazard Mitigation Plan Update

- **County EM Directors will submit quarterly reports with information on hazard events, disaster declarations, and mitigation projects in the county and cities.**
- **GRADD staff will conduct an annual evaluation of the plan, relying on the quarterly reports from the EM Directors. The final annual evaluation will be posted on the Hazard Mitigation page on the GRADD website.**
- **If the region experiences a significant number of disaster declarations within a single year, the Council officers can schedule additional meetings to discuss response efforts and updates to community mitigation projects listed in the Mitigation Strategy (Section 3.4).**
- **Communities can update their project listings in the Mitigation Strategy (Section 3.4) at any time. GRADD staff will coordinate with the State Hazard Mitigation Office to ensure that all changes are recognized at the state and FEMA levels.**

A dark blue background with a bright, jagged lightning bolt striking from the top left towards the bottom right. The lightning bolt is white and yellow, with several smaller branches extending from the main bolt.

East Subcommittee Meeting

October 7, 2010

Charlie Shields, East Subcommittee Chairman



West Subcommittee Meeting

October 21, 2010

Jeremy Moore, West Subcommittee

A photograph of a residential street covered in snow. In the foreground, a utility pole stands on the left side of the road. The street is lined with snow-covered trees and bushes. In the background, a house is visible. A red and white stop sign is on the right side of the road. The sky is overcast and grey.

Nominating Committee

Nominations for New Officers

Walter Atherton, Daviess County EM Deputy Director

Council Bylaws: Proposed Amendments

Article I, Section II

Amendment: The organization has as its primary concern the development, maintenance, and updating of a Multi-jurisdictional Hazard Mitigation Plan that will cover the Green River Area Development District (GRADD).

Article III, Section IV

Amendment: The plan shall:

- A. Include a risk assessment identifying natural hazards, assets in areas of vulnerability, and vulnerable populations;**
- B. Include a strategy outlining mitigation strategies and a methodology for prioritizing and implementing the measures within the jurisdictions;**
- C. Include a process for implementing the plan through existing mitigation plans and other planning mechanisms; and**
- D. Include plan maintenance procedures, which will highlight methods for evaluating and updating the plan.**

Council Bylaws: Proposed Amendments

Article IV, Section II B

Amendment: Sixth (6th) class cities may be represented by the county. The city must complete a Membership Designation Form authorizing the county to serve as its representative.

Article IV, Section IV

Amendment: A quorum of the Council shall be defined to mean at least one representative from each county.

***The Bylaws do not address quorum for Subcommittee meetings. A quorum is not required because the Subcommittees do not vote on matters pertaining to the Council. Instead, the Subcommittees make recommendations that are presented to the full Council.**

Article V, Section I

Amendment: The officers of the Council shall include a Chair and two (2) Vice-Chairs.

Council Bylaws: Proposed Amendments

Article V, Section III

Amendment: The East and West Subcommittees shall each elect a Chair. The Chairs of the Subcommittees shall serve as Vice-Chairs of the Council.

Article VI, Section II (New Section)

Amendment: The Vice-Chairs of the Council shall:

- A: Preside over meetings of the Subcommittees;**
- B: Preside over meetings of the Council when the Chair is not available to do so;**
- C: Serve a two-year term; and**
- D: Assume the duties of the Chair when the Chair is unable to address all responsibilities.**

Council Bylaws: Proposed Amendments

Article VII, Section IV

Amendment: The Council shall meet at least once per year. Meetings will be scheduled for the months of April and October; however, the Council officers can cancel one of these meetings if there is not enough Council business to develop an agenda. During plan update years, the Council will meet as frequently as necessary, based on a determination of the Council officers. The Council will be notified at least ten (10) days in advance of each meeting by memorandum.

****Amendments can be adopted through a majority vote of the Council (Article VIII, Section I).**

Plan Update: Local Adoption

Resolution for Adoption

- **In addition to plan update adoption, the resolution stipulates that the city/county must be consulted if the Council ever considers amendments that directly impact the city/county.**
- **To avoid lapses in eligibility for FEMA hazard mitigation grant funding, jurisdictions should review and pass the resolution for plan update adoption during their November meetings.**
 - **This would involve the adoption of the plan update prior to FEMA approval.**
 - **If FEMA requires substantial revisions to the plan, the jurisdiction might be required to re-adopt the plan update.**

Plan Update: Local Adoption

Proposed Adoption Schedule

October 2010 – GRADD staff will work with County EM Directors to distribute the adoption resolution to all jurisdictions.

November 2010 – Jurisdictions should review and pass the adoption resolution.

January 2011 – FEMA should issue an approval, and the plan update will take effect. As long as this occurs prior to January 30, 2011, jurisdictions in the region will not experience a lapse in eligibility for FEMA hazard mitigation grant funding.

****The GRADD Hazard Mitigation Plan Update is available for public review and comment on the Hazard Mitigation page on the GRADD website:**

http://www.gradd.com/CED_2009/Hazard_Mitigation/

Funding

****REMINDER****

- **Hazard Mitigation Grant Program (HMGP) funds are available. The State Hazard Mitigation Office is accepting Letters of Intent (LOIs) under two recent disaster declarations – DR-1912 and DR-1925. Submissions are due by **October 31, 2010.****



Questions / Comments

GRADD Hazard Mitigation Plan Update

Anatomy of the Planning Document

Executive Summary

--Introduction to the entire plan

3.1 Prerequisites

--Items essential to the development and approval of the plan

3.1.1 Adoption of the Governing Body

3.1.2 Multi-Jurisdictional Plan Update

3.1.3 Multi-Jurisdictional Participation

3.2 The Planning Process

--Strategies taken to involve the public and local planners and officials throughout the plan development process

3.2.1 Open Public Involvement

3.2.2 Opportunity for Public Comment

3.2.3 Opportunity for Public/Private Participation

3.2.4 Review and Incorporation of Existing Plans, Reports, and Technical Information

3.2.5 Documentation of the Planning Process

3.3 Risk Assessment

--Analysis of the hazard types that impact the region, along with an inventory of existing structures and vulnerable areas

3.3.1 Identifying Hazards

3.3.2 Profiling Hazard Events

3.3.3 Assessing Vulnerability: Identifying Assets

3.3.4 Assessing Vulnerability: Estimating Potential Losses

3.3.5 Assessing Vulnerability: Analyzing Development Trends

3.3.6 Multi-Jurisdictional Risk Assessment

3.4 Mitigation Strategy

--Overview of regional and local strategies for addressing hazards

3.4.1 Capability Assessment

3.4.2 Identification and Analysis of Mitigation Measures

3.4.3 Implementation of Mitigation Measures

3.4.4 Multi-Jurisdictional Mitigation Strategy

3.5 Plan Maintenance Procedures

--Procedures for ensuring the continued utility and relevance of the plan for the region

3.5.1 Monitoring, Evaluating, and Updating the Plan

3.5.2 Implementation through Existing Plans

3.5.3 Continued Public Involvement

GRADD Hazard Mitigation Plan Update

Overview of Changes

Executive Summary

- Revision of Council Mission Statement
- Revision of hazard risk level chart

3.3 Risk Assessment

- Development of earthquake scenario maps for 3.3.2A
- Revision of flood maps for 3.3.2C
- Revision of land subsidence maps for 3.3.2E
- Addition of the dam and levee failures hazard profile (3.3.2H)
- Development of dams mapping for 3.3.2H
- Addition of the landslides hazard profile (3.3.2I)
- Incorporation of PVA data for residential, agricultural, industrial/commercial, and other structure types in the cities and counties (3.3.3)
- Updates to the inventories and replacement costs of critical and essential facilities in the region (3.3.3)
- Development of severe/extreme weather (thunderstorms and tornadoes) mapping for 3.3.3
- Incorporation of repetitive loss data (3.3.4C)
- Revision of land use maps for every county for 3.3.5B
- Modifications to the methodology for assessing hazard risk levels and revisions to local hazard risk levels (3.3.6)

3.4 Mitigation Strategy

- Revision of the Capability Assessment (3.4.1)
- Addition of two new actions in the Goals, Objectives, and Actions section (3.4.1C)
- Updates of local mitigation actions for 3.4.2
- Revisions to local mitigation strategies (3.4.4) [Eight cities covered by their respective counties in the original plan developed their own strategies during the plan update process.]

3.5 Plan Maintenance Procedures

- Revisions to the approaches to maintaining and evaluating the plan (captured in 3.5.1 Table 1)

**BYLAWS
OF THE
GREEN RIVER AREA DEVELOPMENT DISTRICT
HAZARD MITIGATION COUNCIL**

ARTICLE I

NAME

Section I. The name of this organization shall be the GRADD Hazard Mitigation Council, hereinafter referred to as the Council.

~~Section II. The organization has as its primary concern the development of a Multi-jurisdictional Hazard Mitigation Plan, as well as maintenance and update of the plan.~~

Section II. The organization has as its primary concern the development, maintenance, and updating of a Multi-jurisdictional Hazard Mitigation Plan that will cover the Green River Area Development District (GRADD).

ARTICLE II

GEOGRAPHIC AREA

Section I. The geographic area to be served by the council shall be the counties of Daviess, Hancock, Henderson, McLean, Ohio, Union and Webster in Kentucky.

ARTICLE III

PURPOSE

Section I. The purpose of the Council shall be to work in conjunction with city officials, county officials, Kentucky Emergency Management, and the Department of Homeland Security through the Federal Emergency Management Agency, pursuant to the Disaster Mitigation Act of 2000 and 44 CFR Parts 201 and 206, to have the plan adopted by all city and county jurisdictions and the GRADD Board of Directors.

Section II. The Council will review and vote on endorsement of mitigation goals and objectives for natural hazards and on action steps for their implementation.

Section III. The Council will direct the required five (5) year update of the Multi-jurisdiction Natural Hazard Mitigation Plan.

~~Section IV. The ADD district, in conjunction with the Council, shall develop a Multi-jurisdictional Hazard Mitigation Plan consistent with Kentucky Emergency Management Agency regulations. The plan shall:~~

- ~~A. Include a risk assessment identifying natural hazards, identifying assets in areas of vulnerability;~~
- ~~B. Include a strategy of prioritizing and administering mitigation measures within jurisdictions;~~
- ~~C. Include a strategy of implementing the plan through existing mitigation plans and other planning mechanisms.~~

Section IV. GRADD, in conjunction with the Council, shall develop and maintain a Multi-jurisdictional Hazard Mitigation Plan consistent with Kentucky Emergency Management regulations. The plan shall:

- A. Include a risk assessment identifying natural hazards, assets in areas of vulnerability, and vulnerable populations;
- B. Include a strategy outlining mitigation strategies and a methodology for prioritizing and implementing the measures within jurisdictions;
- C. Include a process for implementing the plan through existing mitigation plans and other planning mechanisms; and
- D. Include plan maintenance procedures, which will highlight methods for evaluation and updating the plan.

ARTICLE IV

COUNCIL MEMBERSHIP

Section I. The Council shall be composed of individuals who reside within the geographic area served by the Council. The membership shall be representative of each city and county jurisdiction. The Council shall consist of the following:

- A. Each county judge/executive, or his or her designated representative.
- B. Each mayor, or his or her designated representative.

Section II. A city or county jurisdiction is considered a participant in the Plan when:

- A. The jurisdiction adopts the plan by resolution and has an active representative on the Council
- B. 6th class cities may be represented by the county. ~~The county must adopt a resolution assuming representation for those 6th class cities.~~ The city must complete a Membership Designation Form authorizing the county to serve as its representative.
- C. A representative is considered active if they have not missed three consecutive Council meetings without proxy or excuse.

Section III. The Federal Emergency Management Agency has designated GRADD as the planning representative who shall be responsible for conducting the hazard mitigation planning process.

~~Section IV. A quorum of the Council shall be defined to mean at least two representatives from each county.~~

Section IV. A quorum of the Council shall be defined to mean at least one representative from each county.

Section V. Each representative on the Council shall be entitled to one vote on all actions of the Council even if they represent more than one jurisdiction.

ARTICLE V

OFFICERS

~~Section I. The officers of the Council shall be Chair and Vice-Chairs.~~

Section I. The officers of the Council shall include a Chair and two (2) Vice-Chairs.

Section II. The Council shall elect the Chair of the Council bi-annually. The term of the Chair shall be defined as two (2) years. The Chair shall be elected at the time of adoption of these bylaws and take office. The election of a new Chair shall take place every two years thereafter at the first scheduled meeting of the calendar year.

~~Section III. The Chair of the East GRADD and West GRADD subcommittees shall serve as Vice-Chair of the Council.~~

Section III. The East and West Subcommittees shall each elect a Chair. The Chairs of the Subcommittees shall serve as Vice-Chairs of the Council.

ARTICLE VI

DUTIES OF THE OFFICERS

Section I. The Chairman of the Council shall:

- A. Preside at all meetings of the Council;
- B. See that all orders and resolutions of the Council are carried out;
- C. Appoint committees as maybe directed by the Council;
- D. Represent the Council at various public meetings, closed committees, hearings, cooperating agency meetings, etc., at which Council affairs may be discussed and considered; and
- E. Carry on a variety of public relations activities, such as speaking before citizens groups, holding news conferences, etc., where Council proposals, programs, and accomplishments may be discussed.

(NEW SECTION)

Section II. The Vice-Chairs of the Council shall:

- A. Preside over meetings of the Subcommittees;
- B. Preside over meetings of the Council when the Chair is not available to do so;
- C. Serve a two-year term; and

- D. Assume the duties of the Chair when the Chair is unable to address all responsibilities.

ARTICLE VII

MEETINGS

- Section I. The regular meeting of the Council shall be held at GRADD at the time and date selected by the members of the Council.
- Section II. Robert's Rules of Order shall govern all questions of parliamentary proceedings of the meeting of the Council
- Section III. The Council shall solicit public input for the plan by publishing a public notice in the newspaper of greatest circulation in each county.
- ~~Section IV. The Council shall meet on a minimum of once per quarter. The Council will be notified at least ten (10) days in advance of each meeting by memorandum.~~
- Section IV. The Council shall meet at least once per year. Meetings will be scheduled for the months of April and October; however, the Council officers can cancel one of these meetings if there is not enough Council business to develop an agenda. During plan update years, the Council will meet as frequently as necessary, based on a determination of the Council officers. The Council will be notified at least ten (10) days in advance of each meeting by memorandum.
- Section V. The Council shall abide by Kentucky Open Records Law.

ARTICLE VIII

AMENDMENTS

- Section I. These bylaws may be amended by a majority vote of the Council attending any regular or special meeting of the Council, provided that the proposed amendment be distributed to the Council with notice of the meeting at least ten (10) prior to said meeting.

ARTICLE IX

- Section I. All matters pertaining to the Council not specified or delegated herein shall be subject to the action of the majority or the Council.